

**2011 (April Admissions)**

**Doctoral Program**

**Guidelines for Applicants**

**(Including Special Admissions for Professionals and for International Students)**

**Graduate School of Energy Science  
Kyoto University**

**Yoshida Honmachi, Sakyo-ku, Kyoto 606-8501, Japan  
TEL: +81-75-753-9212**

# Contents

I.	Enrollment Capacity .....	1
II.	Eligibility Requirements for Applicants .....	1
III.	Eligibility Screening .....	1
IV.	Special Admissions for Professionals .....	2
V.	Application for Admissions .....	2
	i. Application documents .....	2
	ii. Request for Admission Guidelines .....	3
	iii. Application Procedures .....	3
VI.	Selection Methods and Examination Schedule .....	3
VI.	Examination Voucher .....	4
VII.	Announcement of Successful Applicants .....	4
VIII.	Admission Procedures .....	4
X.	Admission Fees and Tuition .....	4
XI.	Other .....	4

○ Application Documents (Forms)

○ Entrance Examination Guidelines

**I. Enrollment Capacity** **35 students**

Department of Socio-Environmental Energy Science	12	Department of Fundamental Energy Science	12
Department of Energy Conversion Science	4	Department of Energy Science and Technology	7
Total			35

◎ Enrollment capacity for the Special Admissions for Professionals and International Students: a few for each department

**II. Eligibility Requirements for Applicants**

Applicants must by the end of March 2011 satisfy or be expected to satisfy at least one of the requirements listed below. Qualified applicants will be:

1. Those who have a master's degree, a master's level professional degree or a Juris Doctor degree (professional degree in law)
2. Those who have completed in a foreign country a degree equivalent to a master's program or professional degree program of Kyoto University Graduate School (Note 1)
3. Those who, by studying relevant subjects in Japan via a correspondence course provided by a school in a foreign country, have completed a degree equivalent to a master's program or professional degree program of Kyoto University Graduate School (Note 1)
4. Those who have completed a graduate course (limited to courses that correspond to a master's degree or professional degree program of Kyoto University Graduate School) at a foreign university accredited under the school education system of the relevant foreign country as offering graduate courses, and which is designated by the Minister of Education, Culture, Sports, Science and Technology (Note 1)
5. Those designated by the Minister of Education, Culture, Sports, Science and Technology (Notification No. 118, Ministry of Education, 1989) (Note 2)
6. Those who are recognized by Graduate School of Energy Science of Kyoto University through its own individual entrance examination as having academic ability equivalent or superior to those who have a master's degree, and who have reached 24 years of age

Note 1: Applicants who qualify under any of the eligibility requirements from 3 to 6 must contact the School Affairs Office of the Graduate School of Energy Science **by July 2 (Fri), 2010** to inquire about application documents.

Note 2: Applicants who qualify under requirement 5 or 6 must undergo a preliminary eligibility screening.

**III. Eligibility Screening (Applicants filing under eligibility requirement 5 or 6 only)**

Applicants filing under eligibility requirement 5 or 6 above must submit the following documents for preliminary eligibility screening to the School Affairs Office of the Graduate School of Energy Science (Faculty of Engineering Bldg. No. 2, 1<sup>st</sup> floor) **by 5:00 p.m. on July 2 (Fri), 2010**.

When mailing the documents, use registered mail and write "Application for Eligibility Screening for Doctoral Program of Graduate School of Energy Science (Secondary Application)" in red on the front of the envelope. The required documents must be received no later than 5:00 p.m. on **July 2 (Fri), 2010**.

[Documents to submit for eligibility screening]

1. Application form for eligibility screening	<b>Use the designated form.</b>
2. Academic transcript (last institution attended)	Submit academic transcript prepared and sealed by institution you last attended.
3. Statement of research achievements	(Applicants filing under requirement 5) <b>Use the designated form.</b> Outline your research achievements (contribution to knowledge etc.) in your field of specialization.
4. Certificate of research participation	(Applicants filing under requirement 5) <b>Use the prescribed form.</b> This item must be prepared and sealed by institution to which you belong.
5. Research progress report	(Applicants filing under requirement 6) Describe the progress of your research project in your field of specialization. (Any format acceptable.)
6. Qualifications, licenses etc.	(Applicants filing under requirement 6) Submit photocopy of document that can be used as reference for eligibility screening, such as a license in your field of specialization

1. After document screening, there will be an oral examination to test applicant's academic ability (master's degree level).
2. Oral examination will be conducted at Graduate School of Energy Science, Kyoto University on **July 7 (Wed), 2010**.
3. Screening results will be mailed to applicants on **July 9 (Fri), 2010**.

#### IV. Special Admissions for Professionals

Special selection will be available for individuals who meet one of the eligibility requirements noted in Section II, who are employed in a public agency or company at the time of application and intend to maintain their employment after enrollment, and who have been recommended by their managers.

#### V. Application for Admission

##### i. Application documents

1. Application form for admission , photograph card, examination voucher	<b>Use the designated form.</b>
2. Academic transcript or certificate of master's course completion (or expected completion)	Applicants who are enrolled in or have graduated from Graduate School of Energy Science, and those who qualify under eligibility requirement 5 or 6 need not submit this item.
3. Master's thesis	Applicants who are enrolled in or have graduated from Graduate School of Energy Science, and those who qualify under eligibility requirement 5 or 6 need not submit this item. Applicants who are expected to complete master's program may submit research report (A4-size; any format acceptable), instead of this item.
4. Letter of approval for entrance examination	If you are enrolled in another graduate school or are employed in public agency or company at time of application, submit letter of approval from the Dean of your graduate school or the head of your agency/company. (Any format acceptable.)
5. Certificate of registered items in alien registration	(Only international students) Submit a certificate of registered items in alien registration indicating residence status and permitted period of residence in Japan. If you cannot provide this item at time of application, submit photocopy of your passport (photo page). Proper certificate must be submitted by time of admission.
6. Form for affixing application fee payment certificate	<p><b>Use the designated form. (Japanese Government [Monbukagakusho]-sponsored international students and students expecting to complete Kyoto University's master's program need not submit this item.)</b></p> <p>Application fee: 30,000 yen            Payment period: <b>January 26 (Tue), 2010 – February 4 (Thu), 2010</b>            (Note that payment will not be accepted after payment deadline, and that only application fee payment certificates bearing bank's receipt seal, with date of receipt falling within designated payment period, are acceptable.)            (Payment Procedure)</p> <p>① Enter the applicant's name in the appropriate spaces (three spaces) on the Application Fee Payment Request Form provided by the Graduate School of Energy Science. Take the form (without separating any of its portions) to a bank (payment through post office or Japan Post Bank is not available), and make your payment.  <b>Please note that payment via ATM or the Internet is not accepted.</b></p> <p>② No transfer fee is charged if payment is made at the head office or a branch office of Sumitomo Mitsui Banking Corporation. If payment is made at any other bank, the cost of transfer shall be borne by the applicant</p> <p>③ After making payment, make sure that the bank's receipt seal is stamped on the "Evidence of Payment for Application Fees" and the "Application Fee (and Transfer Fee) Receipt" returned from the bank. Paste the Evidence of Payment for Application Fees (left portion) on the "form for affixing evidence of payment for application fees." (<b>Application will not be accepted if the evidence does not bear the bank's receipt seal.</b>)            Application Fee (and Transfer Fee) Receipt (with revenue stamp attached; right portion) should be kept by the applicant.</p>
7. Self-addressed envelope for mailing examination admission card	<b>Use a designated envelope.</b> Write your name, address and postal code on the envelope and affix a 240-yen stamp (for express mail.) An examination voucher will be mailed to the applicant to the address provided by the applicant.
8. Address labels for further communication	<b>Use the designated forms.</b> <i>For further communication on the examination results</i> Write your name, address and postal code (for Aug. – Sep., 2010) on the designated form. <i>For further communication on admission procedures</i> Write your name, address and postal code (for February, 2011) on the designated form. (If you change your address after applying, you must promptly inform the School Affairs Office of the new address.)

Note: The application fee shall not be refunded under any circumstances.

\* Applicants for special admissions for professionals must submit the following documents in addition to those listed above.

1. Letter of recommendation	<b>Use the designated form.</b> (Submit letter of recommendation written by your department head or another person in a supervisory position.)
2. Research achievements report	Outline the research project you conducted in your desired field of specialization, during employment. (Any format acceptable.)

### ii. Request for Admission Guidelines

To receive a copy of the Guidelines for Applicants and an application packet by mail, write to the address below enclosing a 390-yen stamped, self-addressed (name, address and postal code) envelope (kakugata No. 2, 26 cm × 35 cm). Be sure to write “Request for Guidelines for Applicants: Doctoral Program of Graduate School of Energy Science (Secondary Application)” in red on the front of the envelope.

### iii. Application Procedures

Applicants must submit, in person or by mail, all required documents to the address shown below. When mailing the completed application documents, write “Application documents for Doctoral Program of Graduate School of Energy Science (April Admissions) enclosed” in red on the front of the envelope and send it by registered mail.

#### [Application period]

**July 26 (Mon) and 27 (Tue), 2010**

Submission hours: 10:00 a.m. to 5:00 p.m.

Submission by mail (registered mail): Documents must arrive at the Office by 5:00 p.m. **on July 27 (Tue), 2010.**

#### [Address to which application is to be sent]

##### (By mail)

Graduate School of Energy Science, Kyoto University  
Yoshida Honmachi, Sakyo-ku, Kyoto 606-8501, JAPAN

##### (In person)

School Affairs Office, Graduate School of Energy Science, Kyoto University  
(Faculty of Engineering Bldg. No. 2, 1F)  
TEL: +81-75-753-9212

## VI. Selection Methods and Examination Schedule

Entrance examinations are conducted as per the following schedule at the Graduate School of Energy Science, Kyoto University.

**Examination Schedule** (Exam schedule of each department shown below also applies to professionals and international students who apply for special selection.)

Department	Date	August 11 (Wed)	
		Time	Test subjects
Department of Socio-Environmental Energy Science		10:00 - 12:00	English and specialized subjects
		13:00 - 17:00	Oral exam
Department of Energy Conversion Science		10:00 - 12:00	English and specialized subjects
		13:00 - 17:00	Oral exam
Department of Energy Science and Technology		10:00 - 12:00	English and specialized subjects
		13:00 - 17:00	Oral exam

Department	Date	August 25 (Wed)	
		Time	Test subjects
Department of Fundamental Energy Science		10:00 - 12:00	English and specialized subjects
		13:00 - 17:00	Oral exam

- Instructions regarding examination will be mailed to all applicants, together with an examination voucher. Instructions will also be posted on the bulletin board in front of the School Affairs Office of the Graduate School of Energy Science (Faculty of Engineering Bldg. No. 2, 1F) on **August 10 (Mon), 2010** for three Departments (Socio-Environmental Energy Science, Energy Conversion Science, and Energy Science and Technology) and on **August 24 (Tue), 2010** for Department of Fundamental Energy Science.
- Applicants must arrive in front of the designated examination room no later than 10 minutes before the start of the examination.
- Applicants who have arrived more than 30 min late for the examination are not permitted to take the examination.
- For details, refer to Entrance Examination Guidelines.

## **VII. Examination Voucher**

An examination voucher will be mailed to each applicant, using the envelope submitted by the applicant.

## **VIII. Announcement of Successful Applicants**

1. Departments of Socio-Environmental Energy Science, Energy Conversion Science, and Energy Science and Technology

**August 17 (Tue), 2010**

Examinee numbers of successful applicants will be posted on the bulletin board in front of the School Affairs Office of the Graduate School of Energy Science at 3:00 p.m. A list of successful examinees' numbers will also be sent to all applicants. (Telephone inquiries about the selection results shall not be accepted.)

2. Departments of Fundamental Energy Science

**September 2 (Thr), 2010**

Examinee numbers of successful applicants will be posted on the bulletin board in front of the School Affairs Office of the Graduate School of Energy Science at 3:00 p.m. A list of successful examinees' numbers will also be sent to all applicants. (Telephone inquiries about the selection results shall not be accepted.)

## **IX. Admission Procedures**

Detailed instructions regarding admission procedures will be mailed to successful applicants in **late February, 2011**.

## **X. Admission Fees and Tuition**

Admission fee: 282,000 yen (tentative)

Tuition (annual): 535,800 yen (tentative)

**[No admission fee or tuition will be charged to Japanese government-sponsored international students.]**

\*The amounts indicated above are tentative and may be revised.

\*If the above amounts are revised at or after the time of enrollment, the new amounts shall apply as of such revision.

## **XI. Other**

1. Applicants with physical disabilities who require special arrangements for examinations should contact in advance the School Affairs Office of the Graduate School of Energy Science by phone or other means.
2. The contents of submitted documents may not be changed under any circumstances.
3. In accordance with "Kyoto University Regulations Regarding Personal Information Protection," personal information (including information relating to performance evaluation) provided in application documents is used only for the following purposes: ①entrance examinations, ②admission procedures, scholarship etc. and ③ preparation for accepting students.