

2024 (April Admissions, Second Recruitment)

**Doctoral Program
Guidelines for Applicants**

(Including Special Admissions for Professionals and for International Students)

**Graduate School of Energy Science
Kyoto University**

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○Application Documents Forms

○Graduate School of Energy Science: Research Groups

○Main Campus (map)

I. Enrollment Capacity 27 students

Department of Socio-Environmental Energy Science	11	Department of Fundamental Energy Science	8
Department of Energy Conversion Science	4	Department of Energy Science and Technology	4
Total			27

II. Eligibility Requirements for Applicants

An applicant for a Doctoral Program must satisfy one of the following qualifications by the end of March, 2024

- 1) Possession of a Master's Degree, Professional Master's Degree or Juris Doctor Degree.
- 2) Completion of a program abroad equivalent to the Master's Program or the professional degree program of Kyoto University Graduate School.(Note 1)
- 3) Completion of the a program equivalent to a Master's Program or professional degree program of Kyoto University Graduate School by completing a correspondence course conducted by a graduate school of a university abroad while residing in Japan.(Note 1)
- 4) Completion of a foreign graduate school program (only if the program is equivalent to a Master's Program or professional degree program of Kyoto University Graduate School) in Japan at an educational facility that has been accredited as having an approved program under the educational system of said country and is so designated by the Minister of Education, Culture, Sports, Science and Technology. (Note 1)
- 5) Completion of a curriculum at the United Nations University (under the provisions of Paragraph 2 of Article 1 of the Act on Special Measures Incidental to Enforcement of the Agreement between the United Nations and Japan regarding the Headquarters of the United Nations University, Act No. 72 of 1976), and receipt of a degree equivalent to a Master's Degree.
- 6) Passing of a Qualifying Examination or equivalent assessment at an institution in another country, and recognition by Kyoto University as having academic ability on a par with or higher than that of a person with a master's degree.(Note 2)
- 7) Designation by the Minister of Education, Culture, Science, Sports, and Technology.(Note 2)
- 8) Recognition by the Graduate School of Energy Science of Kyoto University as having a scholastic ability on a par with or higher than that of a person eligible under Paragraph 1 as a result of an individual screening of qualifications, where the applicant is aged 24 or over. (Note 2)

Note 1: Applicants who qualify under requirement 2,3 or 4 must contact the School Affairs Office of the Graduate School of Energy Science by **December 7(Thu), 2023** to inquire about application documents.

Note 2: Applicants who qualify under requirement 6,7 or 8 must undergo a preliminary eligibility screening.

III. Eligibility Screening (Applicants filing under eligibility requirement 6 , 7 or 8 only)

i. Applicants filing under eligibility requirement 6

Applicants filing under eligibility requirement 6 above must submit the following documents for preliminary eligibility screening to the School Affairs Office of the Graduate School of Energy Science (Research Building No. 8, 1st floor) by 5:00 p.m. on **December 13(Wed), 2023**.

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 **December 13(Wed), 2023**.

[Documents to be submitted for eligibility screening (Applicants filing under eligibility requirement 6)]

1. Application form for doctoral program eligibility screening. (Use the designated form)
2. Official certificate of passing a Qualifying Examination or equivalent assessment.
3. Documents which detail the examination procedure and qualifying criteria of the Qualifying Examination or equivalent assessment.
4. Academic transcript of a program equivalent to a master's program which the applicant has completed. (prepared and sealed by institution you last attended)
5. The curriculum details (course list and course outlines) of a program equivalent to a master's program which the applicant has completed.

1. Applicants may be requested to submit additional materials.

2. Screening results will be mailed to applicants on **January 10(Wed), 2024**.

ii. Applicants filing under eligibility requirement 7 or 8

Applicants filing under eligibility requirement 7 or 8 above must submit the following documents for preliminary eligibility screening to the School Affairs Office of the Graduate School of Energy Science (Research Building

No. 8, 1st floor) by 5:00 p.m. on **December 13(Wed), 2023.**

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 **December 13(Wed), 2023.**

[Documents to be submitted for eligibility screening (Applicants filing under eligibility requirement 7 or 8)]

1. Application form for eligibility screening	Use the designated form.
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 7) Use the designated form. Outline your research achievements (contribution to knowledge etc.) in your field of specialization.
4. Certificate of research participation	(Applicants filing under requirement 7) Use the prescribed form. This item must be prepared and sealed by institution to which you belong.
5. Research progress report	(Applicants filing under requirement 8) Describe the progress of your research project in your field of specialization. (Any format acceptable.)
6. Qualifications, licenses etc.	(Applicants filing under requirement 8) 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 the Graduate School of Energy Science, Kyoto University on **December 26(Tue), 2023.**
3. Screening results will be mailed to applicants on **January 10(Wed), 2024.**

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	Use the designated form.
2. Academic transcript or certificate of master’s course completion (or expected completion)	Applicants who are enrolled in or have graduated from the Graduate School of Energy Science, and those who qualify under eligibility requirement 6,7 or 8 need not submit this item.
3. Master’s thesis	Applicants who are enrolled in or have graduated from the Graduate School of Energy Science, and those who qualify under eligibility requirement 6,7, or 8 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. The certificate of residence or the photocopy of resident card	(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. Application fee	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.) Application fee: 30,000 yen Payment period: January 11(Thu), 2024 – January 18(Thu), 2024

	<p>(Payment Procedure)</p> <p>① Access "Kyoto University EX settlement service", then put the article which needed following the instruction and pay the application fee. URL : https://www3.univ-jp.com/kyoto-u/en/ens/</p> <p>② Print out the storage certificate from your confirmation screen, and submit it with other application documents.</p> <p>※ 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/refund may be made to the payment of Entrance Examination Fees for cases where a <i>risai shomeisho</i> (Disaster Victim Certificate) has been issued. For the list of the disasters and requirements of an exemption, refer to https://www.kyoto-u.ac.jp/ja/admissions/fees-exemption For further details, contact the administrative office at the Graduate School of Energy Science by January 5, 2024.</p>
7. Self-addressed envelope for mailing examination admission card	<p>Use a designated envelope. Write your name, address and postal code on the envelope and affix a 254-yen stamp (for express mail.) An examination voucher will be mailed to the applicant to the address provided by the applicant.</p>
8. Address labels for further communication	<p>Use the designated forms. <i>For further communication on the examination results and the admission procedures,</i> Write your name, address and postal code (for February – March, 2024) on the designated form. (If you change your address after applying, you must promptly inform the School Affairs Office of the new address.)</p>

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

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, and 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 the 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.

In mailing the completed application documents, write “Application documents for Doctoral Program of the Graduate School of Energy Science (Second Recruitment) enclosed” in red on the front of the envelope and send it by registered mail.

[Application period]

(In person)

January 18(Thu), 2024

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

(By mail)

Deadline: 5:00 p.m. on **January 18(Thu), 2024**

Your application documents must have arrived by the above deadline. The application documents postmarked no later than January 16 (Tue) and sent by registered express mail will also be accepted even if they arrive after the deadline.

[Address to which application is to be sent]

(In person)

School Affairs Office, Graduate School of Energy Science, Kyoto University

(Research Bldg. No. 8, 1F)

TEL: +81-75-753-9212

(By mail)

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

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	February 7 (Wed) , 2024	
		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 Fundamental 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

- 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 (Research Bldg. No. 8, 1F) on **February 6(Tue), 2024**

VII. Examination Voucher

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

VIII. Announcement of Successful Applicants

February 16(Fri), 2024

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.

Examinee numbers of successful applicants will be listed on the website of the Graduate School of Energy Science at 3:00 p.m. (Visit <https://www.energy.kyoto-u.ac.jp/>)

A list of successful examinees' numbers will also be sent to applicants. To successful applicants, only the letter of acceptance will be mailed. (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 early March 2024.

X. Admission Fees and Tuition

Admission fee: 282,000 yen (tentative)

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

[No admission fee will be charged to students expecting to complete Kyoto University's master's program March, 2024.]

[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 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: ① entrance examinations, ② admission procedures, scholarship etc. and ③ preparation for accepting students.
4. Graduate School of Energy Science provides the long-term study program that allows students to extend their study period up to twice of the standard study period for completion under certain

circumstances/conditions such as work, childbirth, childcare, nursing to other family in special need and disabilities. If you wish to apply please confirm School Affairs Office by the end of December 2023.

5. Graduates of university from outside of Japan wishing to enroll in a Kyoto University Graduate School as a research, master's, or doctoral student are required to contact the Admissions Assistance Office (AAO) for a preliminary review before submitting application documents.

Please refer to the following url for details:

<https://www.kyoto-u.ac.jp/en/education-campus/education-and-admissions/graduate-degree-programs/how-to-apply/for-graduates-of-overseas-universities>

6. In Kyoto University, Security Export Control for the purpose of maintaining the peace and security of Japan and the international community is conducted in accordance with "Foreign Exchange and Foreign Trade Act". International applicants who fall under any of the conditions set out in said regulations may be unable to enter their desired course or program.

Please refer to the following url for details:

<https://www.kyoto-u.ac.jp/ja/research/rule/export>

Kyoto University Graduate School of Energy Science Doctoral Program Entrance Examination Guidelines

○ Department of Socio-Environmental Energy Science

Application and examination procedures for the Department of Socio-Environmental Energy Science are detailed below. Applicants should prepare required documents and take examinations in accordance with the following instructions.

- I. The Department of Socio-Environmental Energy Science classifies applicants into three categories: ① general selection, ② working professional special selection and ③ international student special selection. Please note that the required documents and examination process vary by category.
- II. Before submitting their applications, applicants to the doctoral program must obtain the informal consent of their desired supervisor.
- III. In addition to the documents required of all applicants to Graduate School of Energy Science, applicants to the Department of Socio-Environmental Energy Science must submit a research plan via the designated form "Department of Socio-Environmental Energy Science – Doctoral Research Plan."

Entrance Examination

1. Written examination: English and specialized subjects

- (1) English exam: The exam comprises two questions: one English-Japanese translation and one essay in English on the specified topic. Questions are given in Japanese and English. Regarding the English-Japanese translation question, international students may summarize an English language text instead of translating it into Japanese. The use of dictionaries is not permitted.
- (2) Specialized subjects exam: One question is asked from each field. Answer the question from your chosen field.

2. Oral examination

- (1) Applicants must obtain informal consent from their desired supervisor in advance, then prepare a research plan using the designated form "Department of Socio-Environmental Energy Science – Doctoral Research Plan," and submit the completed form together with other application documents. Applicants should select a supervisor from among faculty members listed on the attached document "Graduate School of Energy Science - Research Fields and Topics of Faculty Members."
- (2) In the oral examination, the applicant will give a presentation on ① master's thesis or achievements of past research and ② doctoral research plan, using a projector and PDF slides (one page each for ① and ②, font should be embedded). Do not include animations in the PDF slides. The presentation is 15 minutes, followed by a 15 minute Q&A session. The applicant must bring the PDF file in a USB flash drive and 10 hard copies (A4 paper, duplex printing) of the two presentation slides on the examination day.

3. Exemption from written examination

Those who are recognized through screening of the submitted documents as having a certain level of academic ability are exempted from the written examination.

○ Department of Fundamental Energy Science

1. In selecting a supervisor, refer to the "List of Research Sections/Laboratories by Department," included in the Admission Guidelines, and the attached document "Research Fields and Topics of Faculty Members." Enter the name

of your desired supervisor and other required information on the annexed “Notification of Desired Supervisor” form, and submit the completed form with your seal affixed to it, along with other required documents.

You should obtain the consent of your desired supervisor before submitting your application.

2. Written examination

A written examination will be given to determine whether the applicant has the basic academic ability in the desired field of specialization to pursue doctoral research.

3. Oral examination

In the oral examination, the applicant will make a PowerPoint or PDF presentation on ① master’s thesis or achievements of past research and ② doctoral research plan. The presentation time is 30 minutes. Applicants must prepare four hard copies of the presentation slides and submit them to their prospective supervisor in advance.

4. Exemption from written examination

Those who are recognized through screening of the submitted documents as having a certain level of academic ability are exempted from a written examination.

○ Department of Energy Conversion Science

1. Documents to be submitted

Complete and submit the attached form “Notification of Prospective Supervisor in Doctoral Program” with other required documents. In selecting a supervisor, refer to the “List of Groups by Department” included in “Doctoral Program/Guidelines for Applicants”, and the attached document “Graduate School of Energy Science: Research Content of Academic Staff by Group.”

2. Entrance Examination

(1) Written examination: English and specialized subjects

A written examination will test the applicant’s basic academic ability in English and the desired field of specialization.

(2) Oral examination

The applicant will make presentation on past research projects, reasons for pursuing a doctoral program, research plans, prospects etc. The presentation time is 20 minutes, followed by a Q&A session.

3. Exemption from written examination

Applicants who are recognized through screening of the submitted documents as having a certain level of academic ability may be exempted from a written examination.

4. Other

Before submitting their applications, applicants should obtain the informal consent of their prospective supervisors.

○ Department of Energy Science and Technology

1. In selecting a supervisor, refer to the “List of Research Sections/Laboratories by Department,” included in the Admission Guidelines, and the attached document “Research Fields and Topics of Faculty Members.” Enter the name of your desired supervisor and other required information on the annexed “Notification of Desired Supervisor” form and submit the completed form with your seal affixed, along with other required documents.

2. Entrance Examination

(1) Written examination: English and specialized subjects

A written examination will be given to determine whether the applicant has the basic academic ability in English and the desired field of specialization to pursue doctoral research.

(2) Oral examination

The applicant will make a PowerPoint presentation to describe past research projects, details of planned research (reasons for selecting the chosen theme, content etc.), expected outcome and future prospects.

The presentation time is approx. 30-minutes, followed by oral exam session.

3. Exemption from written examination

Applicants who are recognized through screening of the submitted documents as having a certain level of academic ability may be exempted from a written examination.

4. Other

Before submitting their applications, applicants should obtain the informal consent of their prospective supervisors.