2027
Graduate School of Energy Science
Application Guidelines for Research Students

Graduate School of Energy Science, Kyoto University

1. Eligibility Requirements for Applicants

   Applicants for research student status must meet either of the requirements (1) or (2) below and should not have a regular occupation, in principle. However, individuals who are currently working, such as teachers, government/municipal officials and private company employees, may be accepted as research students if they undertake such research voluntarily, to pursue their personal interests.

   Research students must be:

   (1) Graduated or expected to graduate from a faculty relevant to the research topic they wish to pursue

   (2) Judged by the Graduate School of Energy Science of Kyoto University to have academic ability equivalent or superior to those described in (1) above

2. Documents to Submit

   (1) Application Form for Research Students (Request for Extension of Research Period) <<designated form>>

   (2) Graduation/completion certificate (or certificate of expected graduation/completion) issued by last university attended

   Those who have applied for an extension to their enrollment period and those who have graduated from the Graduate School of Energy Science of Kyoto University need not submit this item.

   (3) Academic transcripts from all tertiary degrees

   The applicant should submit academic transcripts from all tertiary degrees (e.g. Bachelors' Masters' Doctoral, etc)

   Those who have applied for an extension to their enrollment period and those who have graduated from the Graduate School of Energy Science of Kyoto University need not submit this item.

   (4) Foreign national applicants must submit a photocopy of both sides of their residence card.

   Those who cannot provide it at the time of application must submit a photocopy of his /her passport pages (showing the photograph).

   (5) Self-addressed envelope with 110-yen stamp affixed (*Nagagata* #3 120×235 mm)

   [Ensure that the applicant's name, address and postal code are printed on the front of the envelope affixed with an 110-yen stamp.] *This requirement does not apply for overseas applicants.

   (6) Details of research undertaken to date <<any format acceptable>> (Give a detailed description of research projects undertaken to date.)

   (7) Future research plan <<any format acceptable>> (Give a detailed description of the proposed research plan.)

   (8) Applicants who are currently employed must submit 1) a letter of approval from the department head of their institution, organization or company, indicating approval of their application for research student status at the University <<any format acceptable>>, 2) a pledge statement by the applicant indicating that the proposed research will be his/her personal research <<any format acceptable>>, and 3) a letter of assurance from the department head stating that the applicant is not being dispatched to the university for business purposes of the institution, organization or company <<any format acceptable>>.

   (9) Statement of Reason for Requesting Extension <<any format acceptable>>

   (Those whose enrollment period exceeds two years, due to exceptional circumstances, must submit this item.)

3. Application Procedures

   (1) Applicants who wish to be admitted as research students must present documents (1) – (4) listed in Section 2 to their desired research supervisor and the relevant department chairperson, and obtain their consent, with their seals on the Application Form.

   (2) After obtaining consent from the supervisor and department chairperson, receive a Money Transfer Request Form at the Student Affairs Section of the Graduate School of Energy Science. Pay the

application fee at a bank, using the Form. After making payment, submit the completed Application Form, together with the receipt from the bank, to the Student Affairs Section within the designated period.

4. Application Fee
   9,800 yen (Students who have applied for extension of enrollment period need not pay this fee.)

5. Time of Admission
   Time of admission for auditing students shall be the beginning of each academic year or semester.

6. Application Period (including applicants for extension of enrollment period)
   April enrollment January 25 (Mon), 2027 to January 29 (Fri), 2027
   October enrollment July 26 (Mon), 2027 to July 30 (Fri), 2027
   Note: Overseas applicants must contact the Student Affairs Section of the Graduate School of Energy Science.

7. Selection and Announcement of Selection Results
   (1) Selection process involves document screening.
   (2) Selection results will be announced in writing.

8. Enrollment Period
   The enrollment period of research students shall be up to one year, though it should be noted that students who enroll in October are only allowed to attend school until March 31 of the following year.

9. Visa Status
   International students who have received a formal letter of acceptance should obtain a college student visa.

10. Extension of Enrollment Period
    The enrollment period may be extended upon request, under exceptional circumstances.

11. Withdrawal
    (1) Students who wish to withdraw from school before the end of their enrollment period must submit a Request for Withdrawal form to the General Affairs/Student Affairs Office of the Graduate School of Energy Science.
    (2) Students who are deemed unable to complete their studies due to illness or any other reason may be ordered to withdraw from school.

12. Admission Fee and Tuition
    (1) Admission fee 84,600 yen (Students whose request for extension of enrollment period has been approved need not pay this fee.)
    (2) Tuition 356,400 yen per year, 178,200 yen per half year
    * The admission fee and tuition amounts indicated above may be revised.
    * Students whose enrollment period exceeds six months may pay their tuition in two installments (tuition for the first six months and then for the remaining months).
    (3) Students who do not pay their tuition will be removed from the school register.

13. Other
    (1) The paid application, admission and tuition fees will not be refunded under any circumstances.
    (2) For details, contact the Student Affairs Section of the Graduate School of Energy Science.

Submit applications to: Student Affairs Section, Graduate School of Energy Science
Yoshida Honmachi, Sakyo-ku, Kyoto 606-8501
TEL: +81-75-753-9212
E-Mail: energykyoumu@mail2.adm.kyoto-u.ac.jp