

**Graduate School of Medicine, Kyoto University**  
**Guide for Applying to**  
**Kyoto-McGill International Collaborative Program**  
**in Genomic Medicine (Doctoral Program)**  
**for 2024 Intake**

Translation Disclaimer

Kyoto University strives to achieve the highest possible accuracy in translating its documents from their official language of Japanese. However, due to the nature of translated documents, accuracy is not guaranteed. The translated documents are produced for reference only, and are not legally binding. The original documents in the Japanese language shall always take precedence over their translated versions.

**The information in the guidelines is subject to change without notice.**

**Refer to the latest information available at**

**[https://www.med.kyoto-u.ac.jp/en/apply/exam/requirements\\_mmg/genomedoctor/](https://www.med.kyoto-u.ac.jp/en/apply/exam/requirements_mmg/genomedoctor/)**

## **A message to prospective students of Kyoto-McGill International Collaborative Program in Genomic Medicine (Doctoral Program)**

In April 2018, Kyoto University and McGill University jointly established the Kyoto-McGill International Collaborative Program in Genomic Medicine.

A single academic degree jointly conferred on students who have completed this program. Students will spend a minimum of one year of the program period at the partner university and, in addition to completing the curriculum coursework, will conduct their research under the supervision of their academic advisors.

The establishment of the Joint Doctoral Degree Program, herewith named the Kyoto-McGill International Collaborative Program in Genomic Medicine, aims to promote complementary educational and research programs that exploit the unique features and expertise of each university, and to thereby provide the highest possible level of education that could not be achieved by one university alone. Under the program, talented individuals will be trained who will master various analytical techniques and skills that make use of biological big data, and who will contribute to the future development of preventive medicine and to the welfare of all peoples.



### **I Major and Enrollment Capacity**

**Kyoto-McGill International Collaborative School of Genomic Medicine: 4**

(Both Kyoto University and McGill University admit two students per each annually)

To learn more about “Research Fields (department)” in our program, please refer to the website of Graduate School of Medicine: <https://www.med.kyoto-u.ac.jp/en/research/field/>

### **II Eligibility Requirements**

Applicants must satisfy one of the following requirements below (or who will satisfy one of the following requirements by March 31, 2024).

1. Those who have graduated from a six-year program of Japanese university (limited to programs in medicine, dentistry, veterinary medicine, and pharmacy).
2. Those who have completed 18 years of formal school education outside of Japan. (requires Preliminary Eligibility Check; see item III)
3. Those who have completed 18 years of formal school education provided by a foreign institute by taking distance/online programs while residing in Japan. (requires Preliminary Eligibility Check; see item III)
4. Those who have completed a undergraduate programs provided by a foreign institutes which is designated by the Ministry of Education, Culture, Sports, Science and Technology in Japan(hereafter “the MEXT”) (limited to programs which is equivalent to the 18 years of formal school education in Japan). (requires Preliminary Eligibility Check; see item III)
5. Those who have been awarded a degree equivalent to bachelor’s degree by completing a 5 years or longer program at a foreign university/other foreign educational institution which have been accredited by the respective foreign government or a person who has obtained certification by the appropriate foreign governmental agency, or which has been designated by the MEXT as the equivalent thereof. (This includes those who have completed the distance/online program offered by the appropriate school by taking courses while residing in Japan as well as one of those foreign educational programs at an appropriate educational institution positioned in the school education system of the said country and designated by said authorization described in the preceding Item) (requires Preliminary Eligibility Check; see item III)
6. Those who have been designated by the MEXT (Notification No. 39, Ministry of Education, 1955).
  - 1) Those who have completed an undergraduate program in either medicine or dentistry at a university in accordance with the former University Decree (1918, Imperial Edict No. 388).
  - 2) Those who have graduated from National Defense College in accordance with the Ministry of Defense

Establishment Law (1954, Law No. 164).

- 3) Those who have completed a master's program or a professional graduate school program which stated in accordance with the School Education Act (1947, Law No. 26) Article 99, Item 2 / Those qualified to receive a master's degree, or those who have been enrolled for two years or more in a consistent five-year doctoral program which is not divided into two-year master's program and three-year doctoral program, have obtained more than 30 credits there and completed required research work (including persons who fall to Degree Regulations (1953, Ministry of Education Directive No. 9) Article 6, No. 1, prior to the revisions of the Degree Regulations by order of Ministry Directive (1974, Ministry of Education Directive No. 29) and who are recognized by the Graduate School of Medicine, Kyoto University as having demonstrated academic excellence which is equivalent or superior to that of those who have graduated from a veterinary medicine program at a graduate school or non-degree program, or who have graduated from a program at a graduate school or non-degree program in medicine, dentistry or pharmacy founded in order to cultivate practical clinical ability.
7. Those who have been enrolled for four years or longer in a six-year program (limited to programs in medicine, dentistry, veterinary medicine and pharmacy) of a university in Japan (including those the MEXT approved as having equivalent education, in accordance with Article 102-2 of the School Education Law), and who are recognized by the Graduate School of Medicine, Kyoto University as completed required academic credits with an academic excellence. (requires Eligibility Screening; see item IV)
8. Those who demonstrated academic performance equivalent or superior to Eligibility Requirement "II-1." on the individual eligibility screening given by the Graduate School of Medicine, Kyoto University and who will be at least 24 years of the age by March 31, 2024 (JST). (requires Eligibility Screening; see item IV)

Note: Some Research Fields require students to have clinical experience as a medical doctor; please contact and confirm to the Research Field which you are interested in.

(List of Research Fields)

<https://www.med.kyoto-u.ac.jp/en/research/field/>

### III Preliminary Eligibility Check (for those who have graduated from foreign university)

Those who have graduated or are expected to graduate from a foreign university must submit a Preliminary Eligibility Check Sheet and supporting documents via email to the Office of Student Affairs at the Graduate School of Medicine by **5:00 pm on Wednesday, August 2, 2023.**

Refer to the website for detailed information:

<https://www.med.kyoto-u.ac.jp/en/apply/exam/>

### IV Eligibility Screening (Applicants falling under "II Eligibility Requirements" 7 and 8)

#### 1. Application deadline

Applicants falling under Eligibility Requirements 7 or 8 are required to submit the following materials for Eligibility Screening to the Office of Student Affairs by **5:00 pm on Thursday, August 10, 2023.**

When mailing the materials, please write "Application for Eligibility Screening to the Doctoral Program in Genomic Medicine for 2024" **in red** on the front of the envelope, and all materials must be sent by registered express mail. The materials must arrive by the aforementioned deadline. Application materials postmarked on or before Monday, August 7, 2023 (if mailed from within Japan), and that were sent by registered express mail will be accepted even if they arrive after the deadline.

Overseas applicants must send the materials by international delivery service like EMS with tracking number and materials must arrive by the aforementioned deadline.

Application materials should be submitted or mailed to:

## 2. Documents to submit

\* indicates designated forms which must be downloaded from the following website.

[https://www.med.kyoto-u.ac.jp/en/apply/exam/requirements\\_mmg/genomedoctor](https://www.med.kyoto-u.ac.jp/en/apply/exam/requirements_mmg/genomedoctor)

- 1) Eligibility Requirement 7: Those who have been enrolled for four years or longer in a six-year program (limited to programs in medicine, dentistry, veterinary medicine and pharmacy) of a university in Japan (including those the MEXT approved as having equivalent education, in accordance with Article 102-2 of the School Education Law), and who are recognized by the Graduate School of Medicine, Kyoto University as completed the required academic credits with an academic excellence.

*	Application form for Eligibility Screening	Fill out your academic history from high school graduation.
	Certificate of Final Academic Records	Certificate of enrollment (with period of enrollment) and academic transcripts (Original or authorized copy in English or Japanese)
	Letter of permission for taking admission exam.	The letter must be prepared and sealed (or signed) by the dean (department head) of the university in which you are/were enrolled. (Form; Free)

- 2) Eligibility Requirement 8: Those who demonstrated academic performance equivalent or superior to Eligibility Requirements 1 on the individual eligibility screening given by the Graduate School of Medicine, Kyoto University and who will be at least 24 years of the age by March 31, 2024.

*	Application form for Eligibility Screening	Fill out your academic history from high school graduation on the designated form enclosed to the guideline booklet.
*	Letter of Recommendation	To be prepared by a research advisor, etc., at the last school in which you are/were enrolled. Must be kept sealed and confidential.
	Certificate of Final Academic Records	Graduation certificate and academic transcripts (Original or authorized copy in English or Japanese)
	Research Activity History	Please describe your research activities following graduation from undergraduate program. (Including a CV, list of publication, abstract of the published article, research achievements, etc ) Please attach the copies of research articles and presentation abstracts.

## 3. Eligibility Screening Decisions

Eligibility Screening decisions will be mailed to applicants by special registered mail (domestic) by the start of application period.

Overseas applicants will receive the decision by email by the start of application period.

## V Application procedures

**Applicants must complete the 3 steps; “Online Application”, “Online Payment of the Examination Fee” and “Submission of the Application Documents”.**

Go to the Online Application site from:

[https://www.med.kyoto-u.ac.jp/en/apply/exam/requirements\\_mmg/genomedoctor](https://www.med.kyoto-u.ac.jp/en/apply/exam/requirements_mmg/genomedoctor)

(The link to the “Link to the Online Application site” page is available only during the application period below)

Upload a photo file in the Personal Information section when registering online.

Applicants must prepare a photo file (JPEG/JPG) of a single person taken within the last three months with no hat or head covering unless there is a religious or medical reason.

International applicants who have not yet arrived in Japan must also upload a copy of their passport (the page with the face photo) (JPEG/JPG, PNG, GIF, PDF).

All the application materials must be enclosed to an envelope (“square No.2 size envelope (240mm x332mm) “or a similar size) as the submission envelope with the print out of the submission label from the online system pasted on.

Overseas applicants can send the submission envelope and put it into another envelope and send it to be delivered by the deadline below. Using EMS or another international courier service with mail tracking is recommended.

### 1. Application period

**Tuesday, September 5, 9:00am to Monday, September 11, 5:00pm, 2023 (JST).**

(Application materials must arrive during the above period strictly, by post or in person)

Office hours: 9:00 am-12:00 pm, 1:00 pm-5:00 pm.

If you are sending the package of materials by postal mail, it must arrive by 5:00 pm on September 11, 2023 (JST).

However, the package postmarked on or before September 5, 2023 and that was sent by registered express mail from within Japan will also be accepted even if it arrives after the deadline.

Application materials should be sent to:

Office of Student Affairs, Graduate School of Medicine, Kyoto University

Yoshida Konoe-cho, Sakyo-ku, Kyoto 606-8501, Japan

TEL: +81-75-753-4306 FAX: +81-75-753-4405

Overseas applicants must send the application materials below by international delivery service like EMS, as those documents have to arrive by **Monday, September 11, 2023 at 5:00pm (JST)**

### 2. Application Materials

Form6 must be downloaded at the following website.

[https://www.med.kyoto-u.ac.jp/en/apply/exam/requirements\\_mmg/genomedoctor](https://www.med.kyoto-u.ac.jp/en/apply/exam/requirements_mmg/genomedoctor)

1	<del>Application form/ Curriculum Vitae</del>	<del>Print out the form after completed the Online application.</del> No printing is required, as long as the application registration has been completed on the Online application. <b>Applicants must obtain the prior approval from the prospective professor before the application procedure.</b>
2	Official Transcript	The officially issued “letter of graduate certificate” and “academic transcript” from your undergraduate degree program must be prepared by the university you are currently attending or graduated from. - Photocopies without authorization of the issuers are NOT acceptable. They must be written in English or Japanese - Applicants who have graduated from the Faculty of Medicine of Kyoto University do

3	Graduation Certificate (or Certificate of Expected Graduation)	<p>not have to submit these items.</p> <p>Those who are currently attending or completed graduate school of master's program must submit the graduate certificate and transcript of master's program.</p> <ul style="list-style-type: none"> <li>- Applicants who are currently attending or completed the master's program in Medical Science or professional degree program in Public Health of the Graduate School of Medicine, Kyoto University do not need to submit these items.</li> </ul> <p>Applicants who passed the individual "Eligibility Screening" (item IV) also do not have to submit transcripts nor Graduation Certificates.</p> <p>*Those who have changed their names after the graduation must attach the copy of official document which can see the change of old name to the new name.</p>
4	Examination fee Payment	<p><b>Application fee: 30,000 yen [those expected to complete master's or professional degree programs at Kyoto University need not pay application fee.]</b></p> <p>For applicants from the affected regions under the Disaster Relief Act whose head of household has been adversely affected by the disaster designated by university (<a href="http://www.kyoto-u.ac.jp/ja/admissions/fees_exemption">http://www.kyoto-u.ac.jp/ja/admissions/fees_exemption</a> [written in Japanese]), the application fee may be waived. Ensure to submit a copy of Risai Shomeisho (Disaster Victim Certificate).</p> <p>For more information about the application, contact the administrative office at the Graduate School of Medicine as soon as possible. (Deadline: August 25 2023)</p> <p><b>Choose the payment method via the Online Application system from the followings.</b></p> <p>"Credit Card", "Convenient Store", "Financial Institution ATM", or "Internet Banking"</p> <p><b>Overseas applicants must choose "Credit Card" payment.</b></p> <p>★ It will cost you 650 JPY as commission.</p> <p>★ Application examination fees will not be returned once the application form has been processed.</p>
5	Copy of Residence Card	<p>Only international students have to submit a two-sided copy of a residence card</p> <p>A foreign student who has not yet arrived Japan do not have to submit it.</p>
6	Statement of Purpose	<p>Download the designated form from the website.</p>
7	A valid score of either of below: - TOEFL-iBT	<p>A valid English proficiency test score is required to submit.</p> <p>The score report must be obtained at the test date which was held within the 2 years prior to the application deadline date.</p> <p>Applicants whose native language is not English will require an English-language proficiency of 86 points or higher on the TOEFL internet-based test (no less than 20 in each of the four component scores; Reading, Listening, Speaking, and Writing).</p> <p>English mother tongue applicants may be exempted from submitting the score. Consult the Office of Student Affairs prior to application.</p> <p>Applicants are to submit either of listed below</p> <ul style="list-style-type: none"> <li>- TOEFL®-iBT Test: Test Taker (Examinee) Score Report (original)</li> </ul> <p>&lt;NOTE&gt;</p> <p>* TOEFL®ITP Test (Institutional Test Program) score is NOT acceptable.</p>

- Notes:
- 1) The content of submitted application materials cannot be changed in principle.
  - 2) An examination admission ticket must be printed from the online application system from Tuesday, October 17, 1:00pm to Tuesday, October 31m 6:00pm. Bring it on the day of the examination. Also, print and confirm the examination instructions from the online application system at the same time. The examination venue will be notified then.
  - 3) If the applicant hasn't received the original document of official "English proficiency test score" by the time of the application deadline but expected to receive it before the examination date, submit the hardcopy of the

web score report with the letter that explains the reasons of the delay of submission. And the original official score must be sent and delivered to Office of Student Affairs, Graduate School of Medicine, Kyoto University by the day before 5 p.m. of the examination date. In case the original official score is not submitted by the deadline, applicant shall not be qualified and not be permitted to take the entrance examination. Applicant cannot re-submit the score for the reason of “change to the better score”.

4) For applicants who will be selected the Japanese Government (MEXT) scholarship or be awarded its extension scholarship in April 2024, the application fee will be reimbursed. The details will be announced at the admission.

5) Submitted application documents will not be returned.

NOTE: The scholarship is not paid during the stay in McGill. Also, the scholarship students are not allowed to stay at McGill over two years.

## VI Evaluations

Applicants are evaluated comprehensively by performance on the entrance examinations, academic transcripts, English proficiency test score, and Statement of Purpose.

### 1. First-Round Screening (Examinations)

Time and Date		Subjects		Place
Tuesday, October 31, 2023	10:00 am to 11:20 pm	General medicine / General biology (2 questions) No dictionaries shall be allowed to use.	Written Exam	Graduate school of Medicine, Kyoto University (Faculty of Medicine Campus)
	1:00 pm through	Interview regarding your first choice of Research Field	Oral Exam	

- For the General medicine / General biology, the applicant will select two questions from a total of 11 questions: basic (4), clinical (medical: 2, surgical: 2), and social medicine (3).
- Applicants must arrive at their sheets in the examination room by 9:30 am.

### 2. Second-Round Screening

Kyoto University and McGill University will make an overall assessment of the results of the first-round screening and thereby determine the successful final applicants. As all courses in this school will be conducted in English, students whose native language is not English will require an English-language proficiency of 86 points or higher on the TOEFL internet-based test (no less than 20 in each of the four component scores; Reading, Listening, Speaking, and Writing).

## VII Admission Decisions

### 1. First-Round Screening

At 11:00 am on Monday, November 27, 2023, the list of examination numbers of successful applicants is to be posted on the website of the Graduate School of Medicine. Telephone inquiries about the selection decisions shall not be accepted.

<https://www.med.kyoto-u.ac.jp/apply/exam/>

### 2. Second-Round Screening

After January 26, 2024, acceptance letters are to be sent to successful applicants.

Overseas applicants will receive their decision by email.

Applicants must keep their examination admission ticket until the enrollment procedures are completed.

## VIII Enrollment Procedures

1. Admission fee : 282,000 yen (subject to change)
2. Tuition First semester : 267,900 yen (total annual tuition: 535,800 yen) (subject to change)

\*The amounts indicated above are tentative and subject to change.

\*If the above amounts are revised at or after your enrollment, the new amounts will be applied at the time of payment.

\*McGill University also will charge students, who initiated their enrollment procedures at Kyoto University, the McGill University tuition fees during their study period in McGill University. However, McGill University will, at the same time, provide these students with a scholarship that will fully cover the costs of the McGill University tuition fees.

3. Successful applicants of the first-round screening need to complete online application to McGill University by the middle of January. Refer to the following websites and be prepared.

<https://www.mcgill.ca/gradapplicants/apply/prepare/checklist/documents>

: Online Application to McGill University

<http://www.mcgill.ca/internationalstudents/immigration-documents/documents>

: Immigration Document

4. Successful applicants of the second-round screening will be informed the payment schedule of admission fee, items to submit at the beginning of the school year, information of Japan Student Services Organization scholarships and tuition exemption information with other admission procedure documents by postal mail at the beginning of March.

## IX Others

1. Applicants with physical disabilities who require special arrangements for taking examinations should contact Office of Student Affairs at the earliest time before submitting their application.
2. Kyoto University is committed to protecting the individual privacy of applicants by restricting the use of all collected information as specified by Kyoto University Personal Information Protection Regulations. In accordance with these policies, the information on your application (personal information, exam score, financial support, and others) may be used by Kyoto University officials only for appropriate administrative purpose. (1.For admission exam, 2.For enrollment & scholarship procedures, 3.For preparation for enrollment)
3. Due to COVID-19, the details of the entrance examination described in the admission guidelines might be changed. If there is any change, it will be announced on the website of Graduate School of Medicine.

July 2023

### Graduate School of Medicine, Kyoto University

<http://www.med.kyoto-u.ac.jp/en/>

Office of Student Affairs

Graduate School of Medicine, Kyoto University

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