

**Graduate School of Medicine, Kyoto University
Admission Guidelines for
Doctoral Program in Medical Science for 2024 intake**

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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_mmq/medicalscience_dc/

Message to Prospective Applicants for Doctoral Program in Medical Science

The purpose of this program is to foster world-leading researchers and educators in the medical sciences who can venture beyond the traditional medical education and research framework. The program brings together individuals with demonstrated academic achievements in the natural sciences and engineering, and trains them in the various aspects of medicine. The curriculum is therefore designed to provide both specialized medical knowledge and advanced communication skills. In addition, the program aims to develop individuals with high ethical standards and leadership skills who can guide the next generation of researchers.

We therefore welcome students who are enthusiastic to make significant contributions to the world of medical science. In the entrance examination, applicants are required to provide evidence of their English proficiency, and to present their prospective research plan during the interview so that their ability to plan, conduct and describe their research can be evaluated.

I Major and Enrollment Capacity

Medical Science: Very few

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

II Eligibility Requirements

An individual who possesses or will possess one of the following requirements by the end of March 2024 is eligible to apply;

1. an individual who holds a Japanese master's degree, or a Japanese degree of Master (Professional) or a Japanese degree of Juris Doctor (Professional) ; *
2. an individual who has completed a degree program outside of Japan which is equivalent to the master's program or the professional degree program of the Graduate School of Medicine, Kyoto University (see item III);
3. an individual who has taken an international degree program in Japan through distance/online education which is conducted by a school outside of Japan, and completed a program that is equivalent to the master's degree program or the professional degree program of the Graduate School, Kyoto University (see item III);
4. an individual who has completed a postgraduate program in Japan which is conducted by a university outside of Japan which is positioned as a facility that has curricula of a postgraduate school under the education system in said country, and designated by the Minister of Education, Culture, Sports, Science and Technology (hereafter "the MEXT")(limited to a program that is equivalent to the master's degree program or the professional degree program at the Graduate School of Kyoto University) (see item III);
5. an individual who has completed a program of the United Nations University (limited to the university defined in 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 72 of 1976) Article 1, Section 2) and awarded a degree equivalent to a master's degree;
6. an individual who completed an educational program outside of Japan, at an educational facility designated as in 4. or of United Nations University and passed a Qualifying Examination or equivalent assessment prescribed by the Article 16-2 of Graduate School Establishment Law (1974, Ministry of Education Directive No.28) and has been recognized by the Graduate School of Medicine, Kyoto University as having academic ability equivalent or superior to those who possess a master's degree (Eligibility Screening is required; see item IV);
7. an individual who has been designated by the MEXT [Notification No. 118, Ministry of Education, September 1, 1989] (Eligibility Screening is required; see item IV);
 - 1) an individual who has graduated from a university, and engaged in a research for at least two years at a university or a research institute etc., and who is determined by a graduate school to have an academic ability equivalent or superior to that of a master's degree holder as a result of an achievement in the research;
 - 2) an individual who has completed 16 years of school education outside of Japan or has taken class subjects in

Japan through correspondence education which is offered by a foreign school and completed 16 years of school education defined outside of Japan, and engaged in a research for at least two years at a university or a research institute etc., and who is determined by a graduate school to have an academic ability equivalent or superior to that of a master's degree holder as a result of an achievement in the research;

8. an individual who is recognized by the Graduate School of Medicine of Kyoto University to have academic ability equivalent or superior to that of an individual who fulfills above Eligibility Requirement 1. as a result of the individual eligibility screening for admission and has reached the age of 24 (Eligibility Screening is required; see item IV).

* We do not accept applications from those who are expected to complete Master's program for Medical Science, the Graduate School of Medicine of Kyoto University, in March 2024. Instead, such students are required to complete the procedure for "continuing" to Doctoral Program in Medical Science for 2024. Notice for the said procedure will be provided through the Research Field (laboratory) which the students are currently affiliated to.

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

If an applicant who has graduated from a university outside of Japan and has completed a degree program at a graduate school outside of Japan, or who has obtained a master's degree outside of Japan, wish to have their eligibility for application verified, they 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 **Monday, November 20, 2023, 5:00 pm (JST)**.

Refer to the website for detailed information: <https://www.med.kyoto-u.ac.jp/en/apply/exam/>

IV Eligibility Screening (Applicants fulfilling under Eligibility Requirements 6,7 and 8)

1. Application Deadline

An applicant fulfilling Eligibility Requirements 6, 7 or 8 is required to submit the following application materials for Eligibility Screening to the Office of Student Affairs by Friday, December 1, 2023, 5:00pm (JST). (The materials must arrive by the above deadline).

When sending the materials by post, please write "Application for preliminary eligibility screening for the Doctoral Program in Medical Science at the Graduate School of Medicine for 2024" in red on the front side of an envelope, and send the materials by registered express mail. Application materials postmarked on or before Monday, November 27, 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 the mail tracking and materials must arrive by the aforementioned deadline.

2. Application documents should be submitted or mailed to:

Office of Student Affairs
Graduate School of Medicine, Kyoto University
Yoshida Konoe-cho, Sakyo-ku, Kyoto 606-8501, Japan

3. Documents to submit

(* indicates using of designated forms which must be downloaded from the website)

https://www.med.kyoto-u.ac.jp/en/apply/exam/requirements_mmg/medicalsecience_dc/

(1) Eligibility Requirement 6:

An individual who completed an educational program outside of Japan, at an educational facility designated as in Eligibility Requirement 4. or of United Nations University and passed a Qualifying Examination or equivalent assessment prescribed by the Article 16-2 of Graduate School Establishment Law (1974, Ministry of Education Directive No.28) and has been recognized by the Graduate School of Medicine, Kyoto University as having academic ability equivalent or superior to those who possess a master's degree.

*	Application form for eligibility screening	Fill in your academic history since high school on the designated form enclosed to the guideline booklet.
*	Letter of recommendation for eligibility screening	The letter has to be prepared by the chairperson or a research advisor of a school/company in which you are/were enrolled (must be confidentially sealed).
	Certificate of final academic records	Certification of passing the Qualifying Examination or equivalent assessment and academic transcripts. (Original or Authorized copy only / must be written in English or Japanese)
	Documents which detail the final academic records	1) Documents which detail the examination procedure and qualifying criteria of the Qualifying Examination or equivalent assessment. 2) The curriculum details (course list and course outlines) of the program equivalent to master's program which applicant has completed.
	Education outline of all programs which the applicant has completed in secondary and higher education.	Documents which indicate the education outline of all programs which the applicant has completed in secondary and higher education.

(2) Eligibility Requirement 7:

An individual who is designated by the MEXT [Notification No. 118, Ministry of Education, September 1, 1989] (an individual who has been engaged with a research for at least two years after graduating from a university)

*	Application form for eligibility screening	Fill in your academic history since high school on the designated form enclosed to the guideline booklet.
*	Certificate of Employment Period	The certificate must be issued by the head of institution/company. In the case of a private company, the period when you are/were assigned to a research institute must be clearly written.
*	Letter of recommendation for Eligibility Screening	The letter has to be prepared by the chairperson or a research advisor of a program in which you are/were enrolled (must be confidentially sealed).
	Applicant's research history (CV)	Please describe your research activities at the institute you currently belong to (including a list of publications/achievements).
	Research performance records of your affiliated institute/company	Annual report of the institute, academic society bulletins, etc.
	Certificate of final academic records	Graduation (Completion) certificate and academic transcript. (Original or Authorized copy only / must be written in English or Japanese)

(3) Eligibility Requirement No. 8:

An individual who is recognized by the Graduate School of Medicine of Kyoto University as having academic ability equivalent or superior to that of an individual fulfilling Eligibility Requirement 1. as a result of the individual eligibility screening for admission and has reached the age of 24.

*	Application Form for Eligibility Screening	Fill in your academic history since high school on the designated form enclosed to the guideline booklet.
*	Letter of recommendation for eligibility screening	The letter has to be prepared by the dean or a research advisor of a program in which you are/were enrolled (must be confidentially sealed).
	Applicant's research history (CV)	Please describe your research activities at the institute you currently belong to (including a list of publication/achievements).
	Certificate of final academic records	Graduation (Completion) certificate and academic transcript. (Original or Authorized copy only / must be written in English or Japanese)

4. Eligibility Screening

Applicants are evaluated by their research activities, list of publications/achievements and other information described in the submitted materials.

5. Screening Decisions

The decisions of the Eligibility Screening will be notified to applicants in the mid December, 2023.

V Application Procedures

Applicants must complete the online application, the online payment, and their application materials must arrive and be accepted during the application period below.

1. Online Application and Payment Period

Wednesday, December 13, 2023 - Friday, January 5, 2024

Go to the Online Application site from:

https://www.med.kyoto-u.ac.jp/en/apply/exam/requirements_mmg/medicalsecience_dc/

("Link to the Online Application site" is available only during the application period.)

2. Application Submission Period

Thursday, January 4, 2024 - Friday, January 5, 2024 by 5:00 pm (JST)

(Materials must arrive during the above period)

*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. No background.

*Size: 480 to 6000 pixels wide and 480 to 6000 pixels high

Images that have been manipulated with image editing software or photos that are ineligible, such as those in which the person is difficult to identify or the face is unevenly positioned, will not be accepted.

*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 website pasted on.

The reception hours at the office in the Graduate School of Medicine are:

9:00 am-12:00 pm, and 1:00 pm-5:00 pm

If you are sending your package of materials by domestic postal service in Japan, the documents must arrive by 5:00 pm on the day of the deadline. However, application documents will also be accepted even after the deadline, only if the documents are sent by registered express mail and postmarked no later than Friday, December 22, 2023 by the dispatching post office.

Overseas applicants must send the instructed application materials by international delivery service with the mail tracking like EMS, as those documents must arrive by **Friday, January 5, 2024 by 5:00 pm (JST)**. However, application documents will also be accepted even after the deadline, only if the documents are sent via airmail and postmarked no later than Friday, December 22, 2023.

Application materials should be sent to:

3. Application Materials

Form 3 and 4 must be downloaded at the following website.

https://www.med.kyoto-u.ac.jp/en/apply/exam/requirements_mmg/medicalsecience_dc/

1	Official Transcript	The officially issued "letter of graduate certificate" and "academic transcript" from your graduate 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)
2	Graduation Certificate (or certificate of expected graduation)	<p>Applicants who have completed (or are expected to complete) the master's program/professional degree program at the Graduate School of Medicine of Kyoto University do not have to submit these items.</p> <p>Applicants fulfilling the Requirement 6, 7 or 8 do not need to submit these items in the application period.</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>
3	Research Outline or Progress Report	<p>Download the designated form from the website.</p> <p>Abstract your master's thesis and a future research protocol in approximately 1,500 characters in Japanese or 700 words in English in the Research Outline form. Applicants who fulfill Requirement 6, 7 or 8 are required to write about the progress of your research instead of the abstract of master's thesis in approximately 1,500 characters in Japanese or 700 words in English in the Progress Report form.</p>
4	Statement of Purpose	Download the designated form from the website.
5	A valid score of either of below: - TOEFL-iBT - TOEIC® Listening and Reading Test	<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. Applicants are to submit either of listed below:</p> <p>- TOEFL®-iBT Test: Test Taker (Examinee) Score Report (original, not photocopy) <NOTE> * TOEFL-iBT Special Home Edition Test score is acceptable. * TOEFL®ITP Test (Institutional Test Program) score is NOT acceptable.</p> <p>- TOEIC® Listening and Reading Test: Official Score Certificate or Certificate of Achievement (original, not photocopy) <NOTE> *TOEIC®-IP Test (Institutional Program), TOEIC®-Speaking and Writing Test , TOEIC®-Speaking Test or TOEIC®-Bridge Test score is NOT acceptable.</p> <p>- English mother tongue applicants also have to submit one of above scores.</p>

6	Examination fee Payment	<p>Application fee: 30,000 yen [Those who is expected to complete master's or professional degree programs at Kyoto University need not pay application fee]</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 (http://www.kyoto-u.ac.jp/ja/admissions/fees_exemption [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 Office of Student Affairs, the Graduate School of Medicine as soon as possible. (Deadline: December 15, 2023)</p> <p>Choose the payment method via the Online Application system from the followings: “Credit Card”, “Convenient Store”, “Financial Institution ATM”, or “Internet Banking Overseas applicants must choose “Credit Card” payment.</p> <p>★ It will cost you 650 JPY as a commission. ★ Application examination fees will not be returned once the application form has been processed.</p>
7	Residence card, foreign resident registration card, or certificate of entry in the resident card	<p>Only international students have to submit a two-sided copy of a residence card and foreign resident registration card.</p> <p>A foreign student who has not yet arrived Japan must alternatively submit a copy of his/her passport.</p>
8	MEXT Scholarship Certificate	<p>If you are a Japanese Government (Monbukagakusho: MEXT) Scholarship student and enrolled in a school other than the Graduate School of Medicine, Kyoto University at the time of application, submit the MEXT Scholarship Certificate. If you are in the process of selection as a MEXT Scholarship student at the time of application, submit the "Passing Certificate of the First Screening" etc.</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 Wednesday, January 16, 1:00pm to Tuesday, January 23, 6:00pm. Bring it on the day of the examination. Also, confirm the examination instructions (include examination schedule and venue) from the online application system at the same time.
 - 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 by the day before 5 p.m. of the examination date. In case the original official score is not submitted by the deadline, applicants shall not be qualified and not be permitted to take the entrance examination. Applicants 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 procedures.
 - 5) Submitted application documents will not be returned.

VI Evaluations

Applicants are evaluated comprehensively by performance on the entrance examinations (including the score of English proficiency test), the content of the research outline or progress report, statement of purpose, and the academic transcripts.

1. Examinations

Time and Date		Subjects	Place
Tuesday, January 23, 2024	10:00am – or 1:00pm–	Interview regarding the prospective research field (Including presentation of your master's thesis etc.)	Oral Exam Graduate School of Medicine, Kyoto University (Inside of Faculty of Medicine Campus)

*Presentations for the oral examination must be made on a computer provided by the Graduate School. Presentation materials must be prepared in PDF file (free format). Details on how to submit the presentation materials will be provided after the application is submitted. The presentation time is 10 minutes, followed by a question-and-answer session.

VII Admission Decisions

At 11:00am (JST), Friday, February 9, 2024, the list of examination numbers of successful applicants is to be posted on the website of the Graduate School of Medicine.

(<https://www.med.kyoto-u.ac.jp/apply/exam/>) (Japanese site)

(Telephone inquiries about the selection decisions shall not be accepted.)

Applicants must keep your exam admission ticket until the enrollment procedures are completed.

VIII Enrollment Procedures

1. Admission Fee : 282,000 yen

2. Tuition for first semester: 267,900 yen (total annual tuition: 535,800 yen)

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

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

3. Information regarding the payment schedule for the admission fee, materials to be submitted, Japan Student Services Organization for Scholarships, and tuition exemption and others will be sent to you at the beginning of March.

IX Others

1. Applicants with physical disabilities who require special arrangements for taking the examination should contact Academic Affairs/Student Support Office 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 our 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. **The details of the entrance examination described at the admission guidelines for 2024 intake might be changed. If there is any change, it will be announced on the website of Graduate School of Medicine.**

Revised in November, 2023

Graduate School of Medicine, Kyoto University

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

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