

# Keio University

## 2022 Graduate School of Medicine

### Application Guidebook for Doctoral Program

#### Admissions

\*For graduate students from universities and graduate schools outside of Japan

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### **Graduate School of Medicine, Doctoral Programs Admissions Policy (Policies for Admission to the University)**

The Graduate School of Medicine is open to anyone, regardless of nationality, and trains medical professionals who possess advanced knowledge and research ability, welcoming students who possess the following traits:

- Individuals who have sufficient basic knowledge of medicine and life sciences and have completed a master's program or six-year medical, dental, or veterinary, or pharmaceutical course
- Individuals who are motivated to become world-class medical researchers
- Individuals who can read, understand, critique, and have constructive discussions about medicine and life science papers written in English

### **The Management of Personal Information at Keio University**

The personal information at Keio University is handled securely and appropriately in compliance with the Basic Policy concerning Protection of Personal Information and Rules for Protection of Personal Information.

The names of individuals, their addresses and other personal information provided by them in connection with applications and admissions procedures will be used in various departments of Keio University for the following purposes:

1. Conducting entrance examinations (processing applications, conducting examinations, announcing successful candidates),
2. Enrollment procedures,
3. Administering, communicating and carrying out procedures concerning academic affairs,
4. Administering, communicating and carrying out procedures concerning general student life,
5. Administering, communicating and carrying out procedures concerning the use of university facilities and equipment,
6. Conducting communications for soliciting donations and recruiting members for the Keio Support Group and the Keio Card,
7. Sending various documents to students and guarantors and carrying out other communications with them,
8. Sending documents to individuals related to the Mita-kai (alumni associations) and
9. Conducting other functions related to all or some of the preceding items listed above.

Some of the above operations may be entrusted to subcontractors hired by Keio University. In order for such subcontractors to carry out their work, some or all of the personal information Keio University has received from individuals (the minimum necessary), may be provided to them.

In principle, Keio University does not disclose personal information of individuals to third parties.

In exceptional circumstances, the personal information of an individual may be disclosed to a third party when Keio University bears a legal obligation to do so; when Keio University determines that disclosure is necessary in order to protect the life, health, property, rights, or welfare of an individual; or when any other pressing necessity arises and the permission of the individual concerned cannot be obtained.

### **Special Measures for Applicants in Areas Hit by Large-scale Natural Disasters**

For the purpose of reducing the financial burden on applicants who live in areas affected by large-scale natural disasters (areas designated by the Japanese Government as having experienced a "Disaster of Extreme Severity"), Keio may take special measures based on the situation in the affected areas. For details and application materials, refer to the following information.

URL: <https://www.keio.ac.jp/ja/admissions/> TEL: 03-5427-1566 (Admissions Center)

### **Security Export Controls**

To ensure that the content of education and research for international students does not interfere with the maintenance of international peace and security, Keio University maintains security export controls based on the Foreign Exchange and Foreign Trade Act. Under these controls, the university confirms in advance whether the permission of the Minister of Economy, Trade and Industry is required before exporting/transferring goods and technologies outside Japan, or before providing international students and researchers in Japan with access to those technologies. As a result, students may not be able to participate in academic/ research activities as desired or may be required to change the desired contents of their academic/ research activities. Please consult with the faculty member assigned as your research supervisor before submitting your application.

\*For details on security export controls, please refer to the website of the Ministry of Economy, Trade and Industry.  
<https://www.meti.go.jp/policy/anpo/englishpage.html>

# **Important Dates for the 2022 Graduate School of Medicine Doctoral Program Entrance Examinations**

## **Application Period I: Call for Applications**

Online Registration	10:00 a.m. July 5 (Mon) – 3:00 p.m. July 16 (Fri), 2021
Period for Entrance Examination Fee Payments	10:00 a.m. July 5 (Mon) – 11:00 p.m. July 16 (Fri), 2021
Period for Mailing Application Documents	July 12 (Mon) – July 16 (Fri), 2021
Written Examination	September 30 (Thu), 2021
Interview Examination	October 1 (Fri), 2021
Announcement of Results	10:00 a.m. October 15 (Fri), 2021
Enrollment Procedure Period	February 14 (Mon) – February 18 (Fri), 2022

## **Application Period II: Call for Applications**

Online Registration	10:00 a.m. November 22 (Mon) – 3:00 p.m. December 3 (Fri), 2021
Period for Entrance Examination Fee Payments	10:00 a.m. November 22 (Mon) – 11:00 p.m. December 3 (Fri), 2021
Period for Mailing Application Documents	November 29 (Mon) – December 3 (Fri), 2021
Written Examination	January 13 (Thu), 2022
Interview Examination	January 14 (Fri), 2022
Announcement of Results	10:00 a.m. January 28 (Fri), 2022
Enrollment Procedure Period	April Enrollment: February 14 (Mon) – February 18 (Fri), 2022 September Enrollment: July 25 (Mon) – July 29 (Fri), 2022

## **1. Admission Capacity**

### **Doctoral Programs**

Medical Science Program: 72 (Total capacity for Application Periods I & II)

Applied Medicine Program: 8 (Applications accepted in Application Period II only)

### **Important Notes**

- In general, individuals who pass the doctoral program entrance examinations will be admitted in April 2022. However, those whose latest degree is from a university or graduate school outside of Japan may also opt to enroll in September 2022. (Please note that September enrollment is not an option for the Applied Medicine Program)
- Individuals applying for the Applied Medicine Program or September enrollment must apply during Application Period II. Applications will not be accepted during Application Period I.

## **2. Submission of Application**

If you require special consideration regarding entrance examinations or class attendance (e.g., due to a physical disability), please contact the admissions officer at the Shinanomachi Office of Student Affairs by June 25 (Fri) for Application Period I applicants or November 12 (Fri) for Application Period II applicants.

## 2-1. Admission Eligibility for Doctoral Programs

1. University graduates with a degree in medicine, dentistry, veterinary medicine, or pharmaceutical sciences [\*limited to six-year degree programs) or individuals who plan to graduate by March 31, 2022 (September 21, 2022, for September admissions)
2. Individuals who have completed 18 years of education outside of Japan with a degree in medicine, dentistry, veterinary medicine, or pharmaceutical sciences\*, or those who plan to graduate by March 31, 2022(September 21, 2022, for September admissions)
3. Individuals who have completed a master's or professional degree program, or those who plan to do so by March 31, 2022 (September 21, 2022, for September admissions)
4. Individuals who have been awarded a master's degree or equivalent professional degree outside of Japan, or those who plan to do so by March 31, 2022 (September 21, 2022, for September admissions)
5. Graduates of the National Defense Medical College or individuals who plan to graduate by March 31, 2022
6. Individuals designated by the Minister of Education, Culture, Sports, Science and Technology
7. University graduates (with a degree outside of medicine, dentistry, veterinary medicine, or pharmaceutical sciences\*), or those that have completed 16 years of education outside of Japan, who, after graduation, have engaged in 2 or more years of research at a university or research institute, and based on their research findings, have been recognized by the Keio University Graduate School of Medicine as having academic ability equal or greater to those that have received a university degree in medicine, dentistry, veterinary medicine, or pharmaceutical sciences
8. Other individuals at least 24 years old at the time of enrollment who are recognized by the Keio University Graduate School of Medicine as having academic ability equal or greater to those that have received a university degree in medicine, dentistry, veterinary medicine, or pharmaceutical sciences\* or have completed a master's or professional degree program

### Important Notes

- Applicants who fall under items 7 or 8 above must apply for "Application Eligibility Certification" Screening in advance.
- Regarding item 2 above: If you completed your education in less than 18 years, please contact us regarding admission eligibility.
- Regarding items 1–5 above for individuals who plan to graduate or complete a program: Upon passing the entrance examination, if it is determined that you cannot meet the application requirements by March 31, 2022 (September 21, 2022, for September admissions), you will not be allowed to enroll.
- Regarding items 1, 7, and 8 above: 'University' refers to a Japanese university as defined by Article 83 of the School Education Act.

## 2-2. Application Form for Applicant Eligibility Certification

Those who fall under items 7, or 8 for doctoral program eligibility must undergo an "Applicant Eligibility Certification" screening. Please submit the following forms to the graduate admissions section in the Shinanomachi Office of Student Services. There is no application fee for this confirmation process.

### Application Period for Applicant Eligibility Certification

Application Period I: June 21 (Mon) – June 25 (Fri), 2021

Application Period II: November 8 (Mon) – November 12 (Fri), 2021

### •Documents to be Submitted (Documents will not be returned)

1. Application Form for Applicant Eligibility Certification (prescribed format)
2. Curriculum Vitae (CV) for Applicant Eligibility Certification (no prescribed format)  
\*Include your academic career beginning from elementary school
3. Proof of Latest Academic Record (Certificate of Graduation, Certificate of Completion, etc.)
4. Statement of Reasons for Requesting "Applicant Eligibility Certification" (prescribed format)

\* Please describe your reasons for applying for eligibility, including research background and other achievements, and any other reasons you think you have an equal or greater ability than a college or master's program graduate.

Please attach any reference materials related to your academic achievements.

5. Brochures or other materials detailing the program as well as course syllabi from your most recently attended institution

\* Documents written in languages other than Japanese or English must be translated into either Japanese or English, and the translation must be certified for accuracy by an embassy or notary office of the country where the university is located.

\* Prescribed forms can be downloaded from the following website.

<http://www.med.keio.ac.jp/en/admissions/doctoral/index.html>

\* We aim to inform you of your screening results by e-mail within two weeks's time.

## ● Where to Submit Documents

Please send the required documents (PDF) by e-mail to the graduate admissions section in the Shinanomachi Office of Student Services (kshina-admission@adst.keio.ac.jp).

## 2-3. Online Registration

Every applicant is required to complete online registration at the website listed below. The application form needs to be submitted along with other required documents.

<http://www.guide.52school.com/guidance/net-keio-g/>

\*You will not be able to change application details once you have completed online registration. Please confirm that all of your application information is accurate before completing registration. If you completed the payment and registered the inaccurate information, do not re-register and contact the graduate admissions section in the Shinanomachi Office of Student Services.

## 2-4. Application Periods

<b>Application Period I: Online Registration</b>	10:00 a.m. July 5 (Mon) – 3:00 p.m. July 16 (Fri), 2021
Application Period I: Mailing Application Documents	July 12 (Mon) – July 16 (Fri), 2021
<b>Application Period II: Online Registration</b>	10:00 a.m. November 22 (Mon) – 3:00 p.m. December 3 (Fri), 2021
Application Period II: Mailing Application Documents	November 29 (Mon) – December 3 (Fri), 2021

**Within Japan:** Applications must be postmarked on or before the last day of the application period.

**From abroad:** Submitted documents must arrive at Keio University by the last day of the application period.

**Please be aware that there are different submission deadlines depending on whether your application is sent from Japan or overseas.**

**Make sure to send application documents well in advance. Applications that arrive after the deadline will not be considered.**

## 2-5. Mailing Application Documents

Enclose all application documents in a self-prepared envelope, affix the prescribed address label\*, and send using simple registered express mail (*sokutatsu kan'i-kakitome* [速達簡易書留]). If you are mailing your application from outside Japan, please use an express service that provides tracking such as EMS, FedEx, or DHL. **Only**

**applications submitted by post will be accepted. Under no circumstances will applications be accepted after the deadline. Please be sure to mail your application with ample time ahead of the deadline.** We are not able to respond to inquiries regarding the delivery status of your application. Please track your application using the tracking number listed on the receipt you receive when mailing your application.

Some of the application documents are available for download from the Keio University Graduate School of Medicine website: <http://www.med.keio.ac.jp/en/admissions/doctoral/index.html>

**Submit to:**

Graduate Admissions Section  
Shinanomachi Campus Office of Student Services  
Keio University  
35 Shinanomachi, Shinjuku-ku, Tokyo 160-8582, Japan

\*After completing the online registration and paying the entrance examination fee, please log in to the Application Confirmation page and print the address label on white A4-size paper.

**2-6. Application Fee ¥35,000 (Bank transfer fees charged separately)**

Applicants are required to pay an application fee of JPY 35,000. Read the instructions on how to make the payment via the website below. Applicants living outside of Japan may pay by credit card.

\* <http://www.guide.52school.com/guidance/shared/pay-pattern/paygent-05.html>

**Application Fee Refunds**

In principle, the application fee cannot be refunded. However, in the following cases, the fee will be refunded.

A: When the applicant has paid the application fee, but has not filed an application.

(i.e., application documents were not sent, or the application was not received)

B: When the application fee has accidentally been paid twice.

If either A or B applies, please contact the graduate admissions section of the Shinanomachi Office of Student Services within one week after the final day of the application period. No refunds of any kind can be given at convenience stores. Additional Service Charges will not be refunded.

**2-7. Application Documents**

- Once submitted, application documents and other related materials cannot be modified under any circumstances.
- They will also not be returned under any circumstances. However, original copies of documents that cannot be reissued can be returned to applicants. If you would like to have such documents returned, enclose a stamped, self-addressed envelope when you submit application documents. Please note that it may take 1 or 2 months to return materials. Queries after the final day of the application period will not be accepted.
- Should the information provided in the application documents be factually incorrect or other improprieties be discovered in the documents submitted, the applicant will be deemed ineligible for the entrance examination and enrollment.
- For certificates, only the original or a certified true copy will be accepted.
- All documents should be written in Japanese or English on **A4 or letter-size paper** and they should be printed on **single-sided only**.
- If you take entrance examinations during both Application Period I and II (e.g., if you take Application Period II exams after failing to pass Application Period I exams), you will still be required to resubmit all application documents.
- Category Column Legend:
  - = Documents that must be submitted by all applicable individuals.
  - △ = Of the applicable individuals, documents that must be submitted by those who meet certain conditions (including voluntary submissions).

	Document Name	Category	Important Notes
①	Checklist of Application Documents (prescribed format)	○	1) Download and print out the Application Document Checklist from the Graduate School of Medicine website. Use it to confirm that you have prepared all of the required documents, ticking the box next to each. Please include the checklist with your other application documents. <a href="http://www.med.keio.ac.jp/en/admissions/doctoral/index.html">http://www.med.keio.ac.jp/en/admissions/doctoral/index.html</a>
②	Application Form (prescribed format)	○	1) Check the Application Form via the “Application Confirmation” button on the website below. The Application Form is downloadable after you have completed payment of application fees and registered an ID photo. Download and print the Application Form on single-side A4 or letter-size paper.  • Online Registration <a href="http://www.guide.52school.com/guidance/net-keio-g/">http://www.guide.52school.com/guidance/net-keio-g/</a>  2) Do not add any extra details to the Application Form.
③	Application Form B (prescribed format, 4 pages)	○	1) Contact a graduate school committee member in your desired field and request that they sign the form that states, "Signature by the professor who will be the applicant's research supervisor." (If you cannot obtain the professor's signature and seal, please attach his/her letter of consent)
④	Research Plan (prescribed format)	○	1) Fill out the required items on the prescribed form, which is to be used as the original. 2) Include your academic career beginning from junior high school.
⑤	Reference Letter (prescribed format)	○	1) It should be written by the applicant's current academic supervisor or someone who has previously supervised the applicant's studies.
⑥	Transcript of Academic Record (Academic records of affiliated undergraduate faculties and graduate schools)	○	1) Submit the original document or an officially certified copy of the original. Copies are not allowed. 2) Applicants expecting to graduate or complete a program must submit a Transcript of Academic Record from their affiliated university or graduate school for the previous term (or the previous academic year if unavailable). 3) Applicants must submit a Transcript of Academic Record for their university and graduate school. If you have completed a master's program, you will need to submit two certificates: one for your undergraduate degree and one for the master's degree. 4) Applicants who have previously transferred to another school must submit a Transcript of Academic Record from their previous university/faculty. If you have credits from another university, please also submit a Transcript of Academic Record from the accredited university. 5) Please submit certificates written in Japanese or English. Documents written in languages other than Japanese or English must be translated into either Japanese or English, and the translation must be certified for accuracy by an embassy or notary office of the country where the university is located and submitted it together with the original document. 6) If the name on the certificate is different from that on your application (e.g., maiden name), please submit a copy of your family register with your application.
⑦	Certificate of Graduation or Certificate of Expected Graduation (proof of latest graduation)	○	1) Submit the original document or an officially certified copy of the original. Copies are not allowed. 2) Applicants expected to graduate should submit a Certificate of Expected Graduation instead of a Certificate of Graduation. Those who are expected to complete a graduate program should submit a Certificate of Expected Completion instead of the Certificate of Completion.

	<u>*Document should list the (expected) date of graduation</u>		<p>3) Please submit certificates written in Japanese or English. Documents written in languages other than Japanese or English must be translated into either Japanese or English, and the translation must be certified for accuracy by an embassy or notary office of the country where the university is located and submitted together with the original document.</p> <p>4) If the name on the certificate is different from that on your application (e.g., maiden name), please submit a copy of your family register with your application.</p>
⑧	Academic Degree Certificate or Certificate of (Expected) Degree Award	△	<p>1) If you have graduated from a university outside of Japan and your degree is not listed on your certificate of completion, please submit a Certificate of (Expected) Degree Award.</p> <p>2) Please submit certificates written in Japanese or English. Documents written in languages other than Japanese or English must be translated into either Japanese or English, and the translation must be certified for accuracy by an embassy or notary office of the country where the university is located and submitted together with the original document.</p> <p>3) If the name on the certificate is different from that on your application (e.g., maiden name), please submit a copy of your family register with your application.</p>
⑩	(Individuals who fall under 7 in 2-1. Admission Eligibility for Doctoral Programs) Research Achievements and Reference Letter from a Research Advisor at the University/Laboratory Where You Engaged in Research	△	<p>1) Depending on the situation, you may be asked to submit other documents.</p>
⑪	List of Accomplishments (optional, with no prescribed format)	△	<p>1) Please fill out in chronological order with the oldest listed first.</p>

## 2-8. Notice of Issue & Printing of Examination Admission Slip

Once the application documents arrive at Keio, the documents will be reviewed, and if the application is accepted, an e-mail will be sent to the applicant letting them know that an Examination Slip is available for download. A message which says "Application Documents Accepted" will also be displayed in red in the Reference Number on the List of Applications screen. Please note that Keio University will not send Examination Slips by post.

After you print out the Examination Slip, please check your name, the name of the Graduate School, and all other details for any inaccuracies. Contact us as soon as possible if you find any incorrect information on the slip.

On the examination day, you must bring the slip to the examination venue. Please fold it along the lines indicated.

\* The Examination Slip will not be sent to applicants by post. If it has not been released on the Application Confirmation page of the online application system by the dates listed below, please contact the admissions officer at the Shinanomachi Office of Student Affairs.

Application Period I : September 16 (Thu)

Application Period II : December 23 (Thu)

## Preferred Academic Advisors

It is not possible to select a faculty member who is not listed as a preferred academic advisor on the online registration page.

You must obtain permission from your preferred academic advisor before applying. Your application will not be accepted without their consent.



### **3. Entrance Examination Schedule and Locations**

#### **Application Period I: Call for Applications**

Item	Date & Time	Location
Written Examination	September 30 (Thu), 2021, Seated by 9:10 (*1) 9:30 – 11:00 (English)	Shinanomachi Campus (*2)
Interview Examination	October 1 (Fri), 2021	Shinanomachi Campus (*3)
Announcement of Results	10:00 a.m. October 15 (Fri), 2021	Online Announcement of Results (* 4)

#### **Application Period II: Call for Applications**

Item	Date & Time	Location
Written Examination	January 13 (Thu), 2022, Seated by 9:10 (*1) 9:30 – 11:00 (English)	Shinanomachi Campus (*2)
Interview Examination	January 14 (Fri), 2022	Shinanomachi Campus (*3)
Announcement of Results	10:00 a.m. January 28 (Fri), 2022	Online Announcement of Results (*4)

\*1 The examination area will open at 8:50, 20 minutes before seating time.

\*2 The examination building and classroom details will be listed on your examination slip.

\*3 Detailed information about the Interview examination, including arrival time and location, will be listed on your examination slip. **We are not able to respond to any inquiries ahead of these dates.**

\*4 The announcement of admissions results can be confirmed on the Online Result Inquiry website using the applicants' examination number and the security code they entered as part of the online registration (web entry).

#### **Handling of Tardiness Due to Disturbances and Delays in Public Transport (Excluding Buses and Taxis)**

If there are major disruptions or delays in public transportation serving the vicinity of the examination venue on the day of the exam and the university decides that many examinees will be affected, the start times of all examinations may be pushed back to the extent that there will be no interference with the exams from taking place; however, the university will not be responsible for any personal losses incurred by examinees as a result of this.

#### **Entering Japan to Take Entrance Examinations at Keio University**

Keio University can send a "Certificate of Permission to Take Entrance Examinations" to overseas applicants. Please make this request by e-mailing.

sioq@info.keio.ac.jp

### **4. Entrance Examination Details**

#### **4-1. Examination Subjects and Important Notes**

- 1 **Written Examination (English)**
- 2 **Interview Examination**

Interview examination details, including time and location, will be listed on your examination admission slip. We are not able to respond to any inquiries ahead of these dates.

## 4-2. Notes on Admission

1. Follow the examination proctor's instructions during the examination.
2. Applicants are not allowed to leave the room during the examination. If there is an unavoidable reason, such as sudden sickness or an urgent need to use the restroom, please raise your hand and follow the proctor's instructions (no time extension will be given for any time lost).
3. In addition to the examination slip, the only items that are permitted on the desk while you are taking an exam are pencils (black), mechanical pencils (black), pens (black or blue), ballpoint pens (black or blue), erasers, pencil sharpeners (excluding large electric sharpeners and knives), clock (excluding those that also functions as a dictionary, calculator, etc., those with a second hand that makes a sound, and large clocks; stopwatches are not permitted), glasses, and masks. No other personal belongings may be placed on the desk.
4. Bring your watch as there is no clock in the examination room. Only watches which simply display the time are allowed. Applicants are not allowed to bring watches with translation functions, calculators, or any other functions besides displaying the time. You are not allowed to use alarm functions on watches, nor can you use the clock function on mobile phones.
5. Switch off your communication devices such as mobile phones, smartphones, PHS, and tablets and keep them inside your bag. Communication devices that cannot be turned off are not permitted at the examination venue. Furthermore, communication devices that may make a sound due to an alarm function, etc., must be set so that they do not sound, and the device must be turned off. If communication devices, clocks, etc., sound, vibrate, or cause any other disturbance during the exams and the bag or other item containing the device is identified, an examination proctor may remove it from the examination venue without the owner's permission.
6. You are permitted to wear a coat, etc., while taking the exams. Hats and sunglasses are not permitted. Regarding other clothing, please follow any instructions you receive from an examination proctor.
7. If you need to use a handkerchief, tissues, a cushion, lap blanket, eye drops, nasal drops, etc., please raise your hand and inform an examination proctor.
8. "Ear plugs" are not permitted as you may not be able to hear the instructions, etc., of the examination proctors.
9. In principle, no special measures will be taken in response to everyday noise (aircrafts; cars; wind or rain; noise from air conditioners; noise made by animals; coughing, sneezing, and sniffing by other examinees; sounds made by cell phones or music players; etc.).
10. The following actions may be considered cheating. In these cases, a proctor may interrupt you to ascertain the situation. The test time will not be extended. If the action is judged to be cheating, the applicant will not be allowed to continue the examination, and all examinations for the academic year will be deemed invalid. Any application fees will not be refunded.
  - Cheating (e.g., looking at cheat sheets, books, someone's paper, or being supplied answers)
  - Looking up answers using non-permitted items.
  - Starting to answer questions before the examination starts.
  - Holding pens or erasers, or continuing to answer questions after the examination ends.
  - Giving specific applicants an advantage, such as telling them answers.
  - Having mobile phones or portable music players with you during the examination.
  - Playing any sounds, such as ringtones, alarms, or vibrating sounds from any devices such as mobile phones, watches, or portable music players.
  - Bothering other applicants.
  - Not following proctors' instructions.
  - Pretending to be another applicant and taking the examination in their stead.
  - Any other actions undermining the fairness and transparency of the examination.
11. Students may still sit the exam up to 30 minutes after the start time. However, no accommodations will be made to the allotted examination time.

### **Important notes regarding infectious diseases specified in the School Health and Safety Act that require suspension from attending examinations**

As of the day of the examination, individuals who have contracted and not yet recovered from an infectious disease that requires them to stay home (as detailed in the School Health and Safety Act) must refrain from taking their examinations as there is a risk of infecting others, including students and examination proctors. However, this will not apply if either a doctor at the university or other medical institution deems that there is no concern of infection. Please note that even if you refrain from taking examinations for the above reason, there will be no makeup examination or return of application fees.

## **5. Announcement of Results**

Screening results will be announced on the Online Result Inquiry website. Each applicant will need their examination number and security code, which they entered as part of the online registration (web entry).

For further details, refer to “3. Entrance Examination Schedule and Locations” above. Queries concerning screening results will not be accepted.

URL: <http://www.guide.52school.com/guidance/net-keio-g/>

## **6. Admissions Procedures**

Please access the URL (Online Admissions Procedures Website) given below and complete the procedures by the deadline. Details will be provided in the Admissions Procedures Guidelines on the website.

For applicants enrolling in April 2022, the Admissions Procedures Documents will be available from mid-January 2022 (immediately after the announcement of results for applicants of Application Period II).

For applicants enrolling in September 2022, the Admission Procedures Documents will be available in mid-July 2022.

Online Admissions Procedures Website : <http://www.guide.52school.com/guidance/enrollment-keio-g/>

### **●Admissions Procedures**

- Pay the necessary fees for enrollment
- Enter the necessary items on the online admissions procedures website
- Post the necessary documents

\*If only part of the necessary procedures is carried out, or if none of the necessary procedures are completed, you will be regarded as having forgone your intention to enroll, your admissions procedures will not be approved, and you will lose your eligibility to enroll, regardless of the circumstances. Please be sure to complete the procedures by the deadline.

### **●Required documents**

- 1 Certificate of Registered Matters on Certificate of Residence (or Certificate of Residence)
- 2 Proof of Bank Transfer for Tuition Payment
- 3 Infectious Disease History Certificate (Measles, Rubella, Chickenpox, Mumps)
- 4 Certificate of Graduation & Transcript of Academic Record
  - \* Only applicants who took the entrance exam as individuals expecting to graduate from an undergraduate degree or master's degree program
- 5 One photo (wearing a white coat)
- 6 A copy of your passport and residence card (For foreign nationals only)

### **● Admission Procedures Period**

April Enrollment: February 14 (Mon) – February 18 (Fri), 2022

September Enrollment: July 25 (Mon) – July 29 (Fri), 2022

Within Japan: Applications must be postmarked on or before the last day of the application period.

From abroad: Submitted documents must arrive at Keio University by the last day of the application period.

## **7. Admission Statistics for the Past Three Years**

Graduate School of Medicine (Doctoral Programs)	Application Period I: Call for Applications		Application Period II: Call for Applications	
	Total Applicants	Successful Applicants	Total Applicants	Successful Applicants
AY 2019	42	38	55	53
AY 2020	30	27	62	62
AY 2021	28	23	66	66

## **8. Graduate Academic Fees**

### **8-1. Required Academic Fees**

Tuition fees for the 2022 academic year have not yet been decided. (The tuition fees for the 2021 academic year are provided below for reference.)

#### **AY 2021 Doctoral Programs (Amounts in Japanese Yen)**

	Registration Fees	Tuition Fees	Other Fees	Total (First Year)
Doctoral Programs	60,000	1,110,000	2,600	1,172,600

- Please note that among the academic fees and expenses, the amount to be paid for tuition and basic registration fees is determined each year by applying the sliding scale as stipulated in the University Rules and Regulations. The standard for the rate of increase is based on a sliding rate (the rate of increase of the salary of national government employees as announced in the National Personnel Authority's annual salary recommendations in the previous year, etc.).
- Among the other fees, the Student Health Care Mutual Aid Association fee (100 yen) will only be collected in the first year. This amount is not included in the total academic fees for current students.
- Academic fees and other fees and expenses can be paid in two annual installments (at the end of April for the Spring Semester and the end of October for the Fall Semester). However, part of the other fees will be collected as a lump sum in the Spring Semester.
- Other fees collected by the university on behalf of other organizations may be revised during the course of a student's enrollment.

### **8-2. Withdrawal of Admission and Refund of Academic Fees**

In principle, Keio will not refund fees that have already been paid. However, Keio can refund the entire tuition fee if you complete all the required procedures by the deadline.

If information provided in the application is discovered to be incorrect or a submitted certificate is confirmed to be fraudulent, the applicant's acceptance for enrollment will be revoked, and their application fee will not be refunded.

### **8-3. Scholarships**

Please refer to the following website about Keio University Scholarships.

<https://www.students.keio.ac.jp/en/com/scholarships/apply/form.html>

<http://www.ic.keio.ac.jp/en/life/scholarship/>

<http://www.med.keio.ac.jp/admissions/doctoral/fees.html> (Graduate School of Medicine)

## **School Bonds and Education Promotion Funds**

A) Keio University Bonds (school bonds)

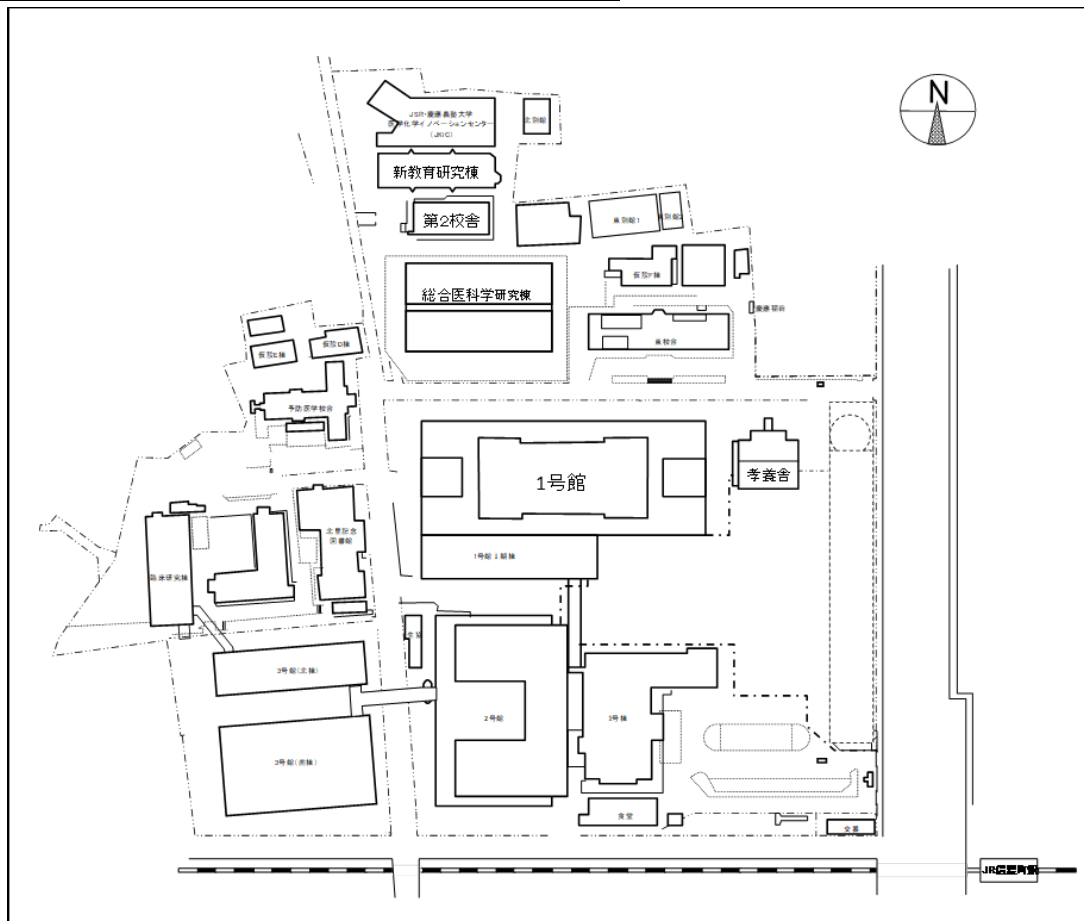
- 100,000 yen per unit (cooperation in donating three or more units would be greatly appreciated)
- Amounts paid to the school bonds will be returned without interest after graduation or course completion, or withdrawal from the school.

B) Keio University Education Promotion Funds (donations)

- 30,000 yen per unit (cooperation in donating two or more units would be greatly appreciated)
- While both are optional, many choose to cooperate as they are used to further enhance Keio University's educational activities. Keio University will send detailed information upon admission.

Detailed information shall be sent to you after entering the university.

## 9. Shinanomachi Campus Information



Tokyo Station	JR Chuo Line Rapid approx. 4 minutes	Ochanomizu Station	JR Sobu Line approx. 10 minutes	Shinanomachi Station
Shinjuku Station		JR Sobu Line approx. 6 minutes		Shinanomachi Station

### Shinanomachi Campus Office of Student Services

#### Keio University

Koyosha 1F

35 Shinanomachi, Shinjuku-ku, Tokyo 160-8582

Tel: 03-5363-3662 (Office of Student Services: Graduate Admissions Section)

E-mail: [kshina-admission@adst.keio.ac.jp](mailto:kshina-admission@adst.keio.ac.jp)

Office of Student Services: Open Monday to Friday 8:45 a.m. – 4:45 p.m. (excluding holidays)