

THE GRADUATE SCHOOL OF LAW, KOBE UNIVERSITY
INTERNATIONAL STUDENTS DOUBLE DEGREE MASTER'S PROGRAM
ENTRANCE EXAMINATION: 2018-2019 APPLICATION GUIDE

1. Number of Students to be Admitted

A few students (Major Field: Law)

2. Date of Enrollment

Fall enrollment: October 1, 2018

Spring enrollment: April 1, 2019

3. Eligibility of Applicants

Eligible applicants will meet all of the following conditions:

- (1) The applicant is recommended by an academic supervisor of the partner university that the applicant is expected to graduate from.
- (2) The applicant has passed the selection process of his/her home university.

4. Application

(1) How to Apply

- The applicant must submit together all of the documents in Table 1 to the Academic/Student Affairs Office of the Graduate School of Law, Kobe University by registered mail.
- Please write on the front of the envelope in red ink, "Application Form enclosed."
- The applicant will be notified by e-mail when the application documents have been received.
- The applicant must pay the entrance examination fee as detailed in Table 1.

(2) Application Period

Fall Enrollment: March 15, 2018 to March 30, 2018 (JST)

Spring enrollment: September 13, 2018 to September 28, 2018 (JST)

(3) Postal Address

The Academic/Student Affairs Office of the Graduate School of Law, Kobe University

2-1 Rokkodai-cho, Nada-ku, Kobe, Japan, 657-8501

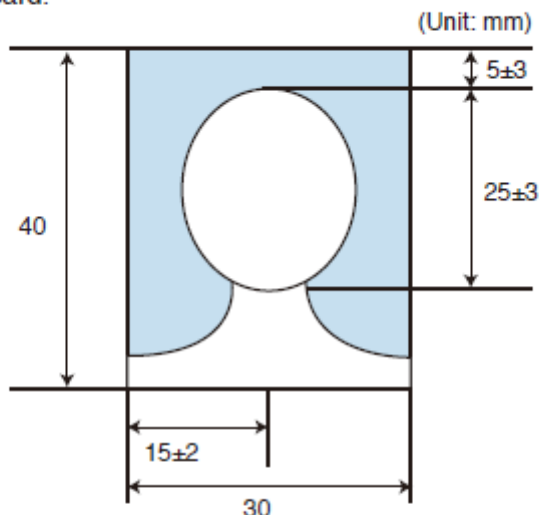
(4) Application Documents

- The following documents must be prepared by the applicant. Note that incomplete documents may not be accepted.
- Application documents will not be returned to the applicant for any reason.
- All documents should be prepared in Japanese or English.

Table 1

① International Students Double Degree Master's Program Application Form Please fill out the prescribed form.
② Research Proposal Please fill out the prescribed form.
③ A letter of recommendation signed by an academic supervisor of the partner university the applicant is enrolled in.
④ One copy of original certificate of graduation from applicant's university and one copy of original academic transcript from applicant's university
⑤ 3 Photographs of the applicant The photographs must be 4.0cm × 3.0cm and have been taken within the past 3 months. Please attach one of the photographs to the application form.

You need to submit a photo as specified below when you submit an application or report that involves issue of a resident card.



- 1 A photo that shows the applicant him/herself alone
- 2 A photo of the dimensions specified in the drawing above, excluding the photo's outer border (the dimension of the face refers to the portion from the top of the head [including the hair] to the lower end of the chin)
- 3 The person should face squarely to the front and remove hats, caps or head coverings.
- 4 No background or shadows
- 5 Must be clear.
- 6 Must be taken within three months prior to submission.

⑥ Copy of Passport

⑦ Entrance Examination Fee (30,000 yen)

Applicants must pay 30,000 yen into the bank account of Kobe University as soon as possible. The due date for payment is :

Fall enrollment: March 30, 2018 (JST)

Spring enrollment: September 28, 2018 (JST)

The method of payment is described below:

The applicant must send an e-mail to the Academic/Student Affairs Office of the Graduate School of Law, Kobe University after March 8, 2018 for fall enrollment or September 6, 2018 for spring enrollment (JST). The applicant's name and contact information should be specified in the e-mail.

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The Academic/Student Affairs Office will inform the applicant of the bank account number and how to pay the fee.

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Before making the payment, the applicant should inform the Academic/Student Affairs Office of the applicant's name and nationality, and the date and amount of the payment.

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The Academic/Student Affairs Office will inform the applicant as soon as the payment has been confirmed.

⑧ Application for Certificate of Eligibility (COE)

Please fill out all page 1,2,3. (Refer to the attached sample).

* Application must be typed.

* Submit this document as an attachment. You should not submit this by mail as part of the other documents.

* Send all e-mail correspondences through your university coordinator.

⑨ Financial Statement

The financial statement is a very important document for COE screening. Please submit the documents that will prove the “Method of support to meet the expenses while in Japan (Section 26 of Application for COE).

Supporting documents are:

1) Recent bank statement (with more than 1,200,000 yen balance for one year stay at Kobe University as a student) and copies of current bank passbooks or statements,

Or

2) Certificate of employment of the applicant’s financial sponsor in addition to a certificate of his/her annual income.

* These must be translated into either Japanese or English. Otherwise, please submit your own translation accompanied with the original

5. Selection Process

Applicants will be screened by an interview and the academic transcript from the applicant’s university.

In the interview, the applicants will be questioned through an online interview mainly on the research proposal.

6. Time and Date of Interview

The time and date of the interview will be notified to the applicant at a later date.

7. Examination Results

Fall enrollment: Applicants will be informed of the official examination results in late May, 2018.

Spring enrollment: Applicants will be informed of the official examination results in late November, 2018.

No inquiries will be accepted.

8. Registration

Registration for admitted applicants is described below.

(1) Date

Fall enrollment: September 10, 2018 to September 14, 2018 (JST)

Spring enrollment: March 11, 2019 to March 15, 2019 (JST)

※Applicants will be required to register in person.

(2) Necessary Documents for the Enrollment Procedure

A list of the necessary documents for enrollment will be sent to admitted applicants with the official examination results.

9. Fees

The Entrance and Tuition Fees for the academic year 2017 (subject to change after the 2017 academic year) are outlined below.

If tuition fees change during the term of enrollment at Kobe University, the applicant will be required to pay the revised fee.

(1) Entrance Fee: 282,000 yen

(2) Tuition Fee: 535,800 yen/year, 267,900 yen/semester

10. Special Notes

(1) Application documents will not be returned to the applicant for any reason.

(2) Any falsification of information in application documents may lead to denial or expulsion.

(3) The examination fee is non-refundable.

11. Miscellaneous

For information on estimated living cost, please refer to the University website.

<http://www.kobe-u.ac.jp/en/campuslife/life/index.html>

《How to contact us》

The Academic/Student Affairs Office

the Graduate School of Law, Kobe University

TEL +81-78-803-7234 FAX +81-78-803-7292

E-mail law-kyomu-kenkyuka@office.kobe-u.ac.jp