

**Application Guidelines  
for the  
Graduate Department  
of UN System Policy Studies  
(Master's Course)  
at  
Graduate School of Policy Studies**

**April 2027 Enrollment**

**Kwansei Gakuin University(KGU)  
Graduate School of Policy Studies  
1, Gakuen Uegahara Sanda, Hyogo, 669-130, Japan  
TEL: +81-79-565-7601 (outside Japan)  
079-565-7601 (from Japan)**

## 1. Admission Policy

### (Graduate Department of UN System Policy Studies at Kwasei Gakuin University (KGU))

The program aims to cultivate professionals who will play leadership roles in the global public sector, which includes the United Nations and other international organizations, contributes to solve the issues faced by the international community. To that end, we welcome students who have the following qualifications:

- (1) Those who possess advanced expertise, broad knowledge, and English language skills sufficient for international society, as well as the ability to communicate in global settings.
- (2) Those who can demonstrate flexibility amid diverse cultures and differing values and have the ability and resilience to adapt to changes.
- (3) Students who are keen to comprehend international social trends and acquire complex skills in political, economic, social, and other fields for analyzing the global issues we currently face, and shedding light on those issues in a logical and critical way.

## 2. Entrance Examination Schedule

### (For Both Recommendation-based and General Admission)

Recruitment Period	Application Period	Examination Date	Announcement of Results	Enrollment Procedure I	Enrollment Procedure II
First round	Wednesday, July 1 - Wednesday, July 8, 2026	Tuesday, August 4, 2026	Monday, August 10, 2026	Monday, August 24 - Monday, August 31, 2026	Friday, March 12, 2027
Second round	Thursday, January 21 - Thursday, January 28, 2027	Friday, February 19, 2027	Friday, February 26, 2027	Friday, February 26 - Friday, March 5, 2027	

## 3. Number of Students to be Admitted

Recruitment Period	Admission Type	Admission Capacity
First round	Recommendation-based	10
	General	
	Eligibility-based	
Second round	Recommendation-based	
	General	
	Eligibility-based	

- The above capacity includes entrants from other types of entrance examinations.
- Please review the course faculty of the Graduate Department of UN System Policy Studies on page 12 in advance.

#### 4. Eligibility Requirements

If you have questions about your eligibility, be sure to inquire with Graduate School of Policy Studies before applying.

##### **Recommendation-based Admission**

- <(i) Those who have completed or are expected to complete the "Global Career Program (GCaP)" at School of Policy Studies, KGU>
- <(ii) Those who have completed or are expected to complete the bachelor level "UN and Foreign Affairs Studies Program" at KGU>

Those who satisfy all of the conditions (1) to (3) below can apply for the program:

- (1) Those who have graduated from a university or are expected to graduate in March 2027 (including early graduation).
- (2) Those who have completed or are expected to complete either the "Global Career Program (GCaP)" in the School of Policy Studies or the "UN and Foreign Affairs Studies Program" at Kwansei Gakuin University.
- (3) Those who applies only to the Graduate Department of UN System Policy Studies, Graduate School of Policy Studies, and can assure to enroll in the department if accepted.

**\*Before applying, you must contact a faculty member of the department you wish to be supervised by, complete a consultation with the prospective research supervisor, and obtain approval prior to application submission. Please note you may not be allowed to take the entrance examination if you apply without consultation by prospective research supervisor in advance.**

- <Those other than (i) and (ii) above>

Those who satisfy all of the conditions (1) to (3) below can apply for the program:

- (1) Those who have graduated from a university or are expected to graduate in March 2027 (including early graduation).
- (2) Those who can submit a letter of recommendation from their current graduation research supervisor (or Dean).
- (3) Those who applies only to the Graduate Department of UN System Policy Studies, Graduate School of Policy Studies, and can assure to enroll in the department if accepted.

**\* Before applying, you must contact a faculty member of the department you wish to be supervised by, complete a consultation with the prospective research supervisor, and obtain approval prior to application submission. Please note you may not be allowed to take the entrance examination if you apply without consultation by prospective research supervisor in advance.**

## **General Admission**

Those who satisfy any of the conditions below:

- (1) Those who have graduated from a university or are expected to graduate by March 2027 (including early graduation).
- (2) Those who have been awarded a bachelor's degree by the National Institution for Academic Degrees and Quality Enhancement of Higher Education or are expected to be awarded one by the end of March 2027.
- (3) Those who have been enrolled in a university for at least 3 years and are recognized by the Graduate School of Policy Studies, KGU as having earned the required number of credits for graduation with excellent academic performance.
- (4) Those who have been recognized by the Graduate School of Policy Studies, KGU as having academic ability equivalent to or higher than university graduates through an individual entrance qualification screening, and will be 22 years of age or older at the time of enrollment.
- (5) Those who have completed a specialized course at a specialized training college designated by the Minister of Education, Culture, Sports, Science and Technology, or those expected to complete by the end of March 2027.
- (6) Those who have completed 16 years of formal school education in a foreign country, or those expected to complete by the end of March 2027.
- (7) Those who have completed 15 years of formal school education in a foreign country and have been recognized by the Graduate School of Policy Studies, KGU as having earned the required number of credits with excellent academic performance.
- (8) Those who have completed 16 years of formal school education through a distance learning correspondence program provided by a foreign school, or those expected to complete by the end of March 2027.
- (9) Those who have completed a 16-year course of study at an educational institution in Japan designated by the Minister of Education, Culture, Sports, Science and Technology as offering a foreign university curriculum, or those expected to complete by the end of March 2027.
- (10) Those designated by the Minister of Education, Culture, Sports, Science and Technology.

## **Eligibility-based Admission**

Applicants who satisfy any of the conditions (1) to (10) below and meet either eligibility requirement (i) or (ii) set forth below:

- (1) Those who have graduated from a university or are expected to graduate by March 2027 (including early graduation).
- (2) Those who have been awarded a bachelor's degree by the National Institution for Academic Degrees and Quality Enhancement of Higher Education or are expected to be awarded one by the end of March 2027.
- (3) Those who have been enrolled in a university for at least 3 years and are recognized by the Graduate School of Policy Studies, KGU as having earned the required number of credits for graduation with excellent academic performance.
- (4) Those who have been recognized by the Graduate School of Policy Studies, KGU as having academic ability equivalent to or higher than university graduates through an individual entrance qualification screening, and will be 22 years of age or older at the time of enrollment.
- (5) Those who have completed a specialized course at a specialized training college designated by the Minister of Education, Culture, Sports, Science and Technology, or those expected to complete by the end of March 2027.
- (6) Those who have completed 16 years of formal school education in a foreign country, or those expected to complete by the end of March 2027.
- (7) Those who have completed 15 years of formal school education in a foreign country and have been recognized by the Graduate School of Policy Studies, KGU as having earned the required number of credits with excellent academic performance.
- (8) Those who have completed 16 years of formal school education through a distance learning correspondence program provided by a foreign school, or those expected to complete by the end of March 2027.
- (9) Those who have completed a 16-year course of study at an educational institution in Japan designated by the Minister of Education, Culture, Sports, Science and Technology as offering a foreign university curriculum, or those expected to complete by the end of March 2027.
- (10) Those designated by the Minister of Education, Culture, Sports, Science and Technology.

### **[Eligibility requirements]**

Applicants who fall under either (i) or (ii) below:

- (i) Applicants with international cooperation experience overseas

Those who have engaged in international cooperation activities overseas for a continuous period of 12 months or longer, including service as members of the JICA Volunteer Program, personnel dispatched to Japanese diplomatic missions abroad by the Ministry of Foreign Affairs, or internships with international organizations or NGOs.

Please note that ordinary stays, working holidays, and study-abroad programs are not considered.

- (ii) Applicants who have obtained a degree from an English-taught degree program

Those who have been awarded a bachelor's degree from a university in Japan where the entire curriculum is conducted in English, or who are expected to obtain such a degree by March 2027.

The applicant's nationality is not restricted.

## **Individual Eligibility Screening for the General Admission and the Eligibility-based Admission**

Those who wish to take the examination based on the qualifications stated in (3), (4), or (7) above should inquire with the Graduate School of Policy Studies, KGU by Monday, June 15, 2026, for the first-round application or by Friday, December 11, 2026, for the second-round application. The required application documents should be submitted by Friday, June 19, 2026, for the first-round application, or by Friday, December 18, 2026, for the second-round application.

### **5. Application Procedure (For all admission type)**

#### **[Application Period]**

First round of applications: Must arrive within Wednesday, July 1 - Wednesday, July 8, 2026

Second round of applications: Must arrive within Thursday, January 21 – Thursday, January 28, 2027

\*In case you may not be able to prepare your application documents within the application period, you should contact the Graduate School of Policy Studies, KGU before the deadline.

#### **[Place of Application Document Submission]**

Application documents should be submitted in person or by mail to the School Administration and Admissions Section at Kobe-Sanda Campus Administrative Office (Building VIII), KGU.

##### **(1) In-person Submission**

Venue: School Administration and Admissions Section, Kobe-Sanda Campus

Administrative Office (Building VIII), Kwansei Gakuin University

Office Time: 8:50 - 11:30, 12:30 - 16:50 on weekdays

(Saturdays, Sundays, and holidays are closed)

##### **(2) Submission by Mail**

Registered mail or a Letter Pack, etc., should be used and the application documents must arrive at the office during the application period. On the envelope, you should state "Application Documents for Graduate School of Policy Studies Admission" in red.

If sending from outside Japan, please use international express mail (such as EMS, DHL, etc.).

<Address for Mail Delivery>

School Administration and Admissions Section (Graduate School of Policy Studies)

Building VIII, Kobe-Sanda Campus, Kwansei Gakuin University

1 Gakuen Uegahara, Sanda, Hyogo 669-1330, Japan

### **6. Application Fee Payment**

#### **[Recommendation-based Admission]**

**Bachelor Graduates and prospective bachelor graduates of KGU: 25,000 yen**

**Other than the above: 35,000 yen**

#### **[General Admission and Eligibility-based Admission]**

**35,000 yen**

Required information should be entered on the Application Form [(A) - (E)] without detaching the forms, and the payment should be completed at the teller's window of a financial institution (not at a post office or Japan Post Bank) or at Convenience Stores.

## [Payment in Japan]

### Payment at Convenience Stores

Please refer to the last page for "Payment Methods for Entrance Examination Fees at Convenience Stores (Japanese version only)" and follow the procedures.

### Payment at the teller's window of a financial institution (not at a post office or Japan Post Bank)

- Please pay via wire transfer.
- Payment via automatic teller machines (ATMs) or internet banking will not be accepted.
- Transfers from the main/branch financial institution listed on the Application Form (A) can be done free of charge.
- The receipt stamp from the financial institution on the date of payment will serve as Kwansei Gakuin's receipt (stamp valid until the payment deadline date).
- Payment processing procedures and the transfer date may differ by financial institution. If you pay close to the deadline, confirm with the financial institution that the payment will arrive on time.
- After payment, confirm that Application Forms (B) and (C) have the financial institution's receipt stamp. Form (B) serves as a receipt of payment, and should be stored by applicant in a safe place.

## [Payment from outside of Japan]

Please check the payment method from the URL or QR code below.

Note that certain payment methods may take some time to process, so paying early is recommended.

URL: [https://www.kwansei.ac.jp/about/fees/graduate\\_abroad](https://www.kwansei.ac.jp/about/fees/graduate_abroad)



## 7. Application Documents

Recommendation-based Admission=RA / General Admission =GA / Eligibility-based Admission =EA  
○=Required Document

Document Type	Notes	RA	GA	EA
(1) Application Form	<p>Fill out the Forms [(A) - (E)] designated by KGU, pay the entrance examination fee, and submit Forms (C) - (E).</p> <ul style="list-style-type: none"><li>• For the "Name of Preferred Research Supervisor after Enrollment" field on Form (C), select a faculty member from the "List of Research Supervisors" on Page 12 and enter the name. Note that only the first choice can be entered.</li></ul> <p><b><u>*Before entering a prospective research supervisor's name on the form, you must contact them via the administrative office (by email messages or other means) to confirm in advance if your research topic and interests are related to the specialty of your prospective research supervisor, and if you can receive research guidance from the faculty member after enrollment. The contact information can be found on Page 13 of the Application Guidelines.</u></b></p> <ul style="list-style-type: none"><li>• Attach an applicant photo to Form (E). The photo should include your face, neck, and shoulders only, without wearing a hat, should be 4 cm (length) × 3 cm (width) in size, and should be taken within 3 months before application. The applicant's name should be written on the back side of the photo.</li></ul>			
(2) Transcript of Academic Record	The transcript (in English) should be officially issued by your undergraduate university and sealed in the university's envelope.	○	○	○

Document Type	Notes	RA	GA	EA
(3) Certificate of (Expected) Graduation	<p>The certificate (in English) should be officially issued by your undergraduate university and sealed in envelope. The certificate does not need to be submitted if the transcript of the academic record states your (expected) date of graduation is stated. Those who received a degree from the National Institution for Academic Degrees and Quality Enhancement of Higher Education should submit their degree certificate.</p> <p><b>Graduates of universities in China:</b> In addition to the graduation certificate issued by your alma mater, please submit the “Verification Report of China Higher Education Qualification Certificate” in English issued by CSSD(学信网).</p> <p><b>Current students of universities in China:</b> In addition to a certificate of expected graduation issued by your alma mater, please submit the “Verification Report of Student Record” in English.</p>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
(4) Statement of Purpose	Complete the statement of purpose in English on the designated form.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
(5) Copy of English Language Test Score/ Transcript	<p>Submit a copy of your score report/transcript of the TOEFL iBT®TEST, TOEFL ITP®TEST, IELTS, or TOEIC®TEST. Only scores within the validity period set by each private testing organization shall be accepted.</p> <p>*1: If applicants have completed (or are expected to complete) a bachelor's degree program provided in English in a country where English is the official language, they are exempt from submitting the score certificate for English proficiency.</p>	<input type="radio"/> *1	<input type="radio"/> *1	
(6) Letter of Reference	<p>Using the designated form, submit a sealed Letter of Reference that was, in principle, written by your undergraduate research supervisor. When the letter of reference is written in a language other than Japanese or English, attach a Japanese or English translation which has been certified by an official institution, language school, your alma mater, or other institution.</p> <p><b>*2: <u>The person writing your recommendation should be a research supervisor, teacher in charge, or course teacher at the school or graduate school you most recently graduated from, or are expected to graduate from.</u></b></p> <p><b>*2: <u>If it is difficult for you to obtain a letter of reference, submit a document explaining why.</u></b></p>	<input type="radio"/> *2		
(7) Documents certifying engagement in international cooperation activities overseas	<p>A contract, certificate of dispatch, or equivalent official document issued by a public institution or organization administering the international cooperation activities, or by the dispatching university, clearly indicating the period and location of the overseas assignment, must be submitted.</p> <p>*3: Only for applicants applying under eligibility requirement (i)</p>			<input type="radio"/> *3
(8) Documents certifying that the entire curriculum is conducted in English	<p>Documents such as university brochures or other official materials issued by the applicant's home university that clearly confirm that all courses in the applicant's affiliated faculty are offered entirely in English must be submitted.</p> <p>*4: Only for applicants applying under eligibility requirement (ii).</p>			<input type="radio"/> *4
(9) Personal Resume	<p>Applicants with work experience should fill out the designated form.</p> <p>*5: Only for applicants with work experience</p>	<input type="radio"/> *5	<input type="radio"/> *5	<input type="radio"/> *5
(10) Copy of Residence Card	<p>Submit copies of both the front and back sides.</p> <p>*6: Only for international students currently residing in Japan</p>	<input type="radio"/> *6	<input type="radio"/> *6	<input type="radio"/> *6

Document Type	Notes	RA	GA	EA
(11) Copy of Passport	Submit a copy of personal information page(s). *7: Only for international students	○*7	○*7	○*7

Notes:

In cases where, for unavoidable reasons, it is difficult to submit the original copies of the required certificates by the end of the application period, applicants must contact the Graduate School in advance, prior to the application period.

### 8.Important Points When Submitting Your Application (For all admission type)

- (1) If any of the information provided in the application documents is factually inaccurate, or if any falsifications are discovered, you will become ineligible to take the entrance exam and enroll for that academic year.
- (2) Once the entrance examination fee and application documents have been submitted, they will not be returned under any circumstances.
- (3) If there are any questions about the application process, contact the Graduate School of Policy Studies.
- (4) Applicants with illnesses, injuries, or disabilities who require special accommodations for taking the entrance examination and studying after enrollment must notify the Graduate School of Policy Studies at least one month before the application start date.
- (5) A medical examination will be conducted after enrollment, so applicants do not need to submit a medical certificate at the time of application or enrollment.
- (6) We will ask you to submit an official research supervisor request application after enrollment. Because each faculty member can supervise a limited number of students, and the faculty member may be unable to supervise your research for reasons such as retirement or research leave. Therefore, be sure to inquire with the Graduate School of Policy Studies.

### 9.Issuance of Examination Admission Card (For all admission type)

After the application period, the examination admission card will be mailed to arrive at your registered address no later than three days before the examination date. If the examination admission card does not arrive three days before the examination date, please contact the Graduate School of Policy Studies.

### 10.Date, Time, and Venue of Examination, and Screening Method (For all admission type)

Recruitment Period	Date and Time of Examination	Venue	Screening Method
First round	Tuesday , August 4, 2026 *Meeting and starting times will be stated on the examination admission card.	Classrooms at the Kobe-Sanda Campus (Posted on the day of examination)	Document screening
			Interview (30 - 40 min.)
Second round	Friday, February 19, 2027 *Meeting and starting times will be stated on the examination admission card.		Document screening
			Interview (30 - 40 min.)

- Interviews shall be conducted in person in principle. Notwithstanding the above, for applicants residing outside of Japan, an online interview may be considered on a case-by-case basis depending on the situation. Be sure to contact the Graduate School of Policy Studies at the time of application if online interview arrangement is necessary.

### **11.Important Points When Taking the Examination (For all admission type)**

- (1) Please make sure to bring your admission card. If you lose or forget the card, contact the Graduate School of Policy Studies.
- (2) You should enter the examination room and be seated at least 20 minutes before the start of the examination.
- (3) If you are more than 30 minutes late after the start of the examination, you will not be allowed to take the examination.
- (4) Those who are found to be cheating will be disqualified from all the entrance examinations for applicable academic year.
- (5) Use of communication devices such as cell phones, smartphones, wristwatch-type devices, and digital watches with translation functions is prohibited.

### **12.Method and Criteria for Evaluation (For all admission type)**

The evaluation will be conducted comprehensively by combining the results of the document screening and the interview assessment.

### **13.Announcement of Examination Results (For all admission type) (For Both Recommendation-based and General Admission)**

First round: 9:00 a.m. on Monday, August 10, 2026

Second round: 9:00 a.m. on Friday, February 26, 2027

- Acceptance/rejection notifications will be posted in front of the office in Building VIII (8) at the Kobe-Sanda Campus and mailed by express mail to the names and addresses indicated on application forms.
- Inquiries concerning entrance examination results through phone or email will not be accepted.

### **14.Enrollment Procedures (For all admission type)**

Successful applicants should complete the following enrollment procedures (I and II) within the specified period.

#### **(1) Enrollment Procedure I <Payment of Admission Fee>**

Please use the designated form and pay the Admission Fee at a financial institution (not at a post office/Japan Post Bank) within the following period.

< First round (Announced on Monday, August 10, 2026)>

**Monday, August 24 - Monday, August 31, 2026**

<Second round (Announced on Friday, February 26, 2027)>

**Friday, February 26 - Friday, March 5, 2027**

#### **Payment at a financial institution (post office/Japan Post Bank is not applicable)**

Please complete the payment by wire transfer at the teller's window of a financial institution (not at a post office/Japan Post Bank). If you transfer from the head/branch office of the financial institution in Japan listed on the remittance request form, no handling fees are required. The financial institution's teller stamp will serve as proof of payment receipt from KGU. The teller stamp is valid through the payment deadline date. Please note that the handling of teller stamp dates may vary across financial institutions, so if you are paying close to the deadline, please confirm with the financial institution in advance that the payment procedure will be completed by the deadline. Payments via ATM or internet banking is not accepted.

## **(2) Enrollment Procedure II <Payment of tuition and other fees, and submission of documents>**

The procedures (i) and (ii) below should be completed within the specified time frame.

### **(i) Payment of Tuition and Other Fees**

Similar to the aforementioned "(1) Enrollment Procedure I," complete the payment at the teller's window of a financial institution (post office/Japan Post Bank is not applicable).

The payment method is the same as for "(1) Enrollment Procedure I" above. The payment period is as follows:

**Friday, February 26 - Friday, March 12, 2027**  
**Wire transfer at a financial institution**  
**(post office/Japan Post Bank is not applicable)**

### **(ii) Submission of Enrollment Documents**

Submit the following documents to the Graduate School of Policy Studies by 15:00 on Friday, March 12, 2027. If sent by mail, the documents should arrive within the designated submission period.

- a. "Certificate of Items stated in Resident Register" (issued by a municipal office in Japan, certifying name, address, date of birth, and gender of the person enrolling. A certified copy of your certificate of residence is also acceptable. Foreign nationals should submit a certificate which includes nationality, residence status, and residence period limit in addition to the above.)
  - \*For international students residing outside Japan should submit a copy of passport.
  - \*If the municipality does not have a designated form, the required information should be entered on the enclosed "Request for Certification" in the enrollment procedure guideline documents, and certification should be obtained from the municipal office.
- b. "Student ID Photo Submission Sheet" (form designated by KGU)
- c. "Report of Financial Supporter" (form designated by KGU)
  - \*For international students only
- d. Other documents (submission documents listed in the "Enrollment Procedure Guidelines")

## **(3) Entrance Ceremony**

**Thursday, April 1, 2027 (subject to change)**

\*For details, please refer to the enrollment guide to be sent in early March 2027.

### **(Notes)**

1. Those who fail to complete the enrollment procedures I and II within the specified periods will be regarded as having no intention of entering the Graduate School of Policy Studies, resulting in the withdrawal of the offer of acceptance.
2. The paid admission fee and associated charges are non-refundable.
3. The admission application fee (equal to the admission fee) paid during the Enrollment Procedure I period will be treated as the admission fee when paying tuition and other fees.
4. The submitted documents will not be returned.

## 15. List of Course Teachers

The following is the list of research supervisors for the AY2027 academic year as of June 2026. Please note that the list is subject to change. For details, please contact the Graduate School directly.

Name (Alphabetic order)		Research Areas
Professor	DOKEN Yasumitsu	International Development, Peacebuilding, HDP Nexus, Results-Based Management
Professor	INOUE Ichiro	Chinese Politics and Foreign Policy, International Relations of East Asia
Professor	KONISHI Naomi	International Human Resources Management, Diversity & Inclusion theory, SDGs Management, Education and Youth Employment
Professor	MIWA Atsuko	Gender Studies, Human Rights-Based Approach to Development, International Human Rights Standards and Their Practices
Professor	NISHINO Keiko	International Relations, International Cooperation, Evaluation Studies, Business and Development
Professor	SHIMIZU Yasuko	Refugee Studies, International Human Rights and Humanitarian Assistance, International Cooperation, Peacebuilding

\* Applicants must confirm in advance whether their research themes or areas of interest match the research fields of the prospective supervisors by contacting them through email via Graduate School of Policy Studies. If an applicant does not contact the faculty member by the start of the application period, the application may be declined. Therefore, applicants should make sure to contact the prospective research supervisor well in advance.

## 16. Tuition & Fees

Semester and annual tuition and other expenses for the students enrolled for AY2026 are as follows. The tuition fees for students enrolling in the AY2027 are to be announced later.

(¥ : Japanese Yen)

Admission Fee* <sup>1</sup>	¥200,000(at the time of admission only)
Tuition	¥343,500 (¥687,000/a year)
Research / Practicum Fee	¥12,500(¥25,000/a year)
Educational Enhancement Fee	¥103,500(¥207,000/a year)
Admission Fee & Tuition Total	¥659,500(¥1,119,000/ first year total)
Research Journal Fee	¥1,000(¥2,000/a year)
Research Consortium Membership Fee* <sup>2</sup>	¥1,500(¥3,000/a year)
Alumni Association Fee* <sup>3</sup>	¥2,000(¥2,000/a year)
Grand Total	¥664,000(¥1,126,000/ first year total)

### Notes:

- \*<sup>1</sup> The admission fee is reduced by half for KGU bachelor's program graduates.
- \*<sup>2</sup> It is an organization under Graduate School of Policy Studies that promotes research collaboration and personal exchanges with private sector, research institutes, government agencies, and other institutions. The membership fee is 1,500 yen per semester.
- \*<sup>3</sup> All students are required to join the KGU Alumni Association.

## 17. Status of Residence After Admission

In principle, international students, once admitted to the university, must apply for and acquire the ‘Student’ status of residence (‘Student’ visa). KGU offers an Admission Certificate, but the university cannot guarantee you obtaining ‘Student’ status of residence in Japan. Therefore, it is the responsibility of each student to apply for the above status. For more details about the status of residence, ask at the Immigration Office.

## 18. Scholarships and other financial aid

Please refer to the attached “関西学院大学大学院 2027年度入学試験要項 共通冊子”(Japanese version). For information on scholarships and other financial aid for international students (English version), please check the following website.

<https://www.kwansei.ac.jp/en/admissions-aid/financial-information.html>



## 19. Protection of Personal Data

Personal data provided by applicants at the time of application is used by KGU for the purposes of selection and communication with applicants. Appropriate steps are taken concerning the security of this information, in conformity with the Law concerning the Protection of Personal Data.

In order to provide students with information concerning various associations, Kwansei Gakuin, together with the University, passes on selected portions of the data provided by successful candidates (specifically, their names, addresses and telephone numbers) to the organization(s) listed below. Students are asked to permit this use, and to accept that the organization(s) in this list will take the same precautions concerning the security of this personal data.

### Organizations Receiving Selected Personal Data

Kwansei Gakuin Alumni Association	A social association of alumni and students. All students automatically become ‘student members’.
Kwansei Gakuin Student Co-op	All students are asked to become members of Kwansei Gakuin Student Co-op at the time of entrance into KGU, or its affiliated High School and Junior High School. The organization aims to support student life.

### <<Inquiries/Contact Information>>

School Administration and Admissions Section (Graduate School of Policy Studies)

Kobe-Sanda Campus Administrative Office, Kwansei Gakuin University

■Address: 1 Gakuen Uegahara, Sanda, Hyogo 669-1330, Japan

■TEL: +81-79-565-7601 (outside Japan), 079-565-7601 (from Japan)

■Office Hours: 9:00 - 11:30, 12:30 - 17:00 (Regular schedule)

9:00 - 11:30 12:30 - 16:00 (August 1 - September 1)

\*The office is closed on Saturdays, Sundays, and holidays.

■Email address: [ksc-admission@kwansei.ac.jp](mailto:ksc-admission@kwansei.ac.jp)

# 関西学院大学 大学院入試 コンビニエンスストアでの入学検定料支払い方法

24時間  
支払い可能

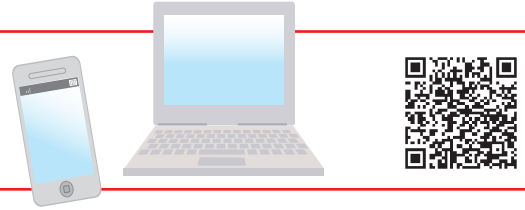
## ■ コンビニでの支払い手順

1 Web申込み

スマートフォン、パソコンでアクセス

<https://e-shiharai.net/>

※一部の機種は利用できない場合があります。



- 画面の指示に従って必要事項を入力
- 支払い方法で「利用するコンビニ」を選択し、下記【番号】を取得
- 通知された「お支払い期限」内にコンビニへ

(注意) 番号取得後に入力ミスに気づいた場合は、その番号では支払いを行わず、新たな番号を取得してお支払いください。  
支払い期限内に代金を支払わなかった入力情報は、自動的にキャンセルされます。

セブン-イレブン  
【払込票番号(13ケタ)】

ローソン・ミニストップ  
【お客様番号(11ケタ)】と【確認番号(4ケタ)】

ファミリーマート  
【お客様番号(11ケタ)】と【確認番号(4ケタ)】

2 コンビニ支払い

セブン-イレブンの場合

●レジにて  
「インターネット支払い」の旨を伝え、プリントアウトした【払込票】を渡すか、【払込票番号】を伝えてお支払いください。  
※マルチコピー機は利用しません

お支払い後、必ず「入学検定料・選考料 取扱明細書」(チケット)を受け取ってください。

LAWSON MINI STOP  
ローソン・ミニストップの場合

店頭端末 Loppi へ

- 「各種サービスメニュー」
- 「各種代金・インターネット受付」  
(紫のボタン)
- 「各種代金お支払い」
- 「マルチペイメントサービス」

【お客様番号】【確認番号】を入力

店頭端末機より出力される「申込券」(受付票)を持って、30分以内にレジでお支払いください。

お支払い後、必ず「入学検定料・選考料 取扱明細書」を受け取ってください。

FamilyMart  
ファミリーマートの場合

マルチコピー機へ

「代金支払い」

「番号入力画面に進む」

【お客様番号】【確認番号】を入力

お支払い後、必ず「入学検定料・選考料 取扱明細書」を受け取ってください。



- 支払い期限内に代金を支払わなかった場合は、入力情報が自動的にキャンセルされます。
- 入学検定料はATMで振り込みできません。必ずレジでお支払いください。
- 一度お支払いされた入学検定料は、コンビニでは返金できません。
- 店頭端末機の画面デザイン等は、予告なく変更される場合があります
- 取り扱いコンビニ、支払い方法は変更になる場合があります。変更された場合は、Webサイトにてご案内いたします。
- 入学検定料の他に事務手数料が別途かかります。詳しくは、WEBサイトをご確認ください。

3 出願

【1】「入学検定料・選考料 取扱明細書」の収納証明書部分を切り取って、入学試験志願票の所定の貼付欄に貼る。

●セブン-イレブン ●ファミリーマート

「入学検定料・選考料 取扱明細書」の収納証明書部分を切り取り、入学試験志願票の所定欄へ貼付。「チケット等払込領収書」は保管

●ローソン ●ミニストップ

「入学検定料・選考料 取扱明細書」の収納証明書部分を切り取り、入学試験志願票の所定欄へ貼付。「取扱明細書(お客様控え)」は保管

入学試験志願票(C)

※コンビニでお支払いされた場合、「取扱銀行収納印」は不要です。

入学試験志願票に貼り付ける「収納証明書」部分

【2】封筒に必要書類を入れて出願。



※「収納証明書」を糊付けする際には、糊本体の注意書きに「感熱・感圧紙などを変色させる場合があります」と記載されている糊はご使用にならないでください。「収納証明書」が黒く変色する恐れがあります。

## ■ コンビニでの支払い期間

- コンビニでのお支払いは、入学試験要項で出願期間を確認のうえ、十分に余裕をもって行ってください。
- 支払期間最終日の「Webサイトでの申込み」は、23:00までとなります。

コンビニ支払いについての  
お問い合わせは

E-サービス サポートセンター  
<https://e-shiharai.net/>

※コンビニでは  
お答えできません