

Application Guide

**Keio University Graduate School of Medicine
PhD Program Entrance Examination**

April / September 2018 Enrollment

1. Enrollment

April 2018 enrollment

1. Medical Science Specialty
Admission Capacity: 72 students
Aim: This program educates researchers to become capable of conducting creative research in the fields of basic and clinical science. They will become competent in the elucidation of the mechanisms of disease and the development of new therapeutic approaches.
2. Applied Medicine Specialty
Admission Capacity: 8 students
Aim: The program educates students to become medical professionals who are competent in cancer therapy and who can plan and conduct full-scale clinical trials that envision quality therapy in clinical medicine, as well as curative treatments; and also to become competent to work in other medically relevant fields.

September 2018 enrollment

1. Medical Science Specialty
Admission Capacity: Not determined
Aim: This program educates researchers to become capable of conducting creative researches in the fields of basic and clinical science. They will become competent in the elucidation of the mechanisms of disease and the development of new therapeutic approaches.

2. Eligibility for Admission

April 2018 enrollment

1. Applicants who have completed or who expect to complete 18 years of full-time education majoring in Medicine, Dentistry, Veterinary Medicine, or Pharmacy at the university level before enrollment are eligible.
2. Applicants who have completed or expect to complete a Master's program in a relevant field before enrollment are eligible.
3. Applicants who have completed 16 years of full-time education and have afterwards completed at least two years of research at a university or research institution are eligible. Such applicants' research must be of equal or higher quality than that of graduates who majored in Medicine, Dentistry, Veterinary Medicine, or Pharmacy at a Japanese university.
4. Applicants who have been determined by Keio University to be as capable as those who have completed an undergraduate program (majoring Medicine, Dentistry, Pharmacology or Veterinary Medicine).

Note:

Applicants must email the Office of Student Services to confirm their eligibility at least a month prior to each application period.

3. Schedule

September Examination (for April 2018 enrollment)	
Web entry & application fee payment period	July 17 – 28, 2017
Application period	July 24 – 28, 2017
Examination date	October 5 – 6, 2017
Announcement of results	October 20, 2017, 11:00a.m.
Admission registration	February 19 – 23, 2018

January Examination (for April and September 2018 enrollment)	
Web entry & application fee payment period	November 27 – December 8, 2017
Application period	December 4 – December 8, 2017
Examination date	January 11 – January 12, 2018
Announcement of results	January 26, 2018, 11:00a.m.
Admission registration (for April 2018 enrollment)	February 19– 23, 2018
Admission registration (for September 2018 enrollment)	July 30 – August 3, 2018

4. Application Process

Step1) Web Entry for Online Application

Applicants must complete their web entry during the prescribed period and submit the completed web entry page by post with the other application documents.

Please visit the URL below to access to the web entry system directly:

<https://wwwdc01.adst.keio.ac.jp/kj/shinagakuji/gradadmission/meddr2.html>

Step2) Application fee payment

The application fee is JPY 35,000. Follow the directions given on the following website to make payment by credit card: <https://e-shiharai.net/ecard/>

Step3) Application documents submission

All application documents listed below must be sent to Office of Student Services, Keio University Shinanomachi Campus, 35 Shinanomachi, Shinjuku-ku, Tokyo 160-8582, Japan, by a method that allows tracking, such as EMS and couriers (e.g. FedEx, DHL etc.).

Prescribed forms can be downloaded from the School of Medicine admission website:

<http://www.med.keio.ac.jp/en/admissions/PhD/>

1. A copy of the completed web entry page
2. Application form (4 pages) with signature and seal of the professor who will be the applicant's research supervisor at Keio University (if you cannot obtain the professor's signature and seal, please attach his/her letter of consent)
3. Research plan
4. A reference written by the applicant's current academic supervisor or someone who has previously supervised the applicant's studies
5. Certificate of graduation or statement of expected graduation from undergraduate and/or master's program
6. Academic transcripts for undergraduate and/or master's program

7. Application card
8. Two photos taken within the last three months (these should be pasted onto the application form and application card)
 - Print size H: 40 mm x W: 30 mm
 - Face and shoulders, directly facing the camera
 - Plain background
9. Proof of payment of the application fee: applicants should print out the 'Application Completed' page when they have completed online payment by credit card
10. List of Achievements (optional): It may be written in any format. Please write in chronological order.

Important Reminders:

1. We do not reply to any inquiries regarding examinations or their results by mail or phone.
2. Application forms, documents, and fees paid cannot be returned or refunded.
3. After the application has been officially processed, an examination ticket will be sent by email to the applicant. This should be printed and carried by the applicant on the examination day.

5. Examination

Subject
1. Written test (Language: English) No dictionaries or aids allowed
2. Oral assessment

Schedule and Venue

September Examination (for April 2018 enrollment):

Date	Timetable		Venue
October 5, 2017	Seated by 9:20 a.m. 9:30-11:00 a.m.	Written Exam (English)	Lecture Room 4 (New Education and Research Building, 4F)
October 6, 2017	Announced at Written Exam	Oral assessment	Lecture Room 4 (New Education and Research Building, 4F)

January Examination (for April and September 2018 enrollment):

Date	Timetable		Venue
January 11, 2018	Seated by 9:20 a.m. 9:30-11:00 a.m.	Written Exam (English)	Large meeting room (Building 2, 11F)
January 12, 2018	Announced at Written Exam	Oral assessment	PBL Room (Medical School Building 2, 2F)

Announcement of Examination Results:

1. October Examination: October 20, 2017, 11:00 a.m.
2. January Examination: January 26, 2018, 11:00 a.m.

Results will be announced on the official website of the Graduate School of Medicine.
(Website address will be announced on the written exam date).

6. Enrollment Registration

Registration materials will be sent to all applications who pass the examination. Please

send back the completed materials to Office of Student Services, Keio University Shinanomachi Campus, 35 Shinanomachi, Shinjuku-ku, Tokyo 160-8582, Japan, by a method that allows tracking, such as EMS and couriers (eg. FedEx, DHL etc.) during the following period:

Registration periods

October examination:

February 19, 2018– February 23, 2018

January examination:

April 2018 enrollment: February 19, 2018– February 23, 2018

September 2018 enrollment: July 30, 2018 – August 3, 2018

Required documents:

- (1) Examination Ticket
- (2) Written Pledge
- (3) Student ID Photograph Card
- (4) Registration Sheet
- (5) Certificate of Items Stated in Resident Register (Applicant)
*Certificate of Residence Also Acceptable
- (6) Certificate of Items Stated in Resident Register (Guarantor)
*Certificate of Residence Also Acceptable
- (7) Proof of Graduation and Transcript (students who took their entrance exam before completing their undergraduate or Master's program) *Not required for Keio graduates
- (8) Copy of Notification of Withdrawal, Certificate of Withdrawal, and Transcript (students who skip a year)
- (9) 4 ID Photographs
- (10) Immunization Record (measles, rubella, chicken pox, mumps)
- (11) Tuition and Fees (bank transfer receipt)
- (12) Application forms for Certificate of Eligibility

Note: All submitted documents cannot be returned for any reason.

7. Tuition and Fees

The 2018 tuition and fees will be announced when determined; note that tuition varies by academic year. For reference purposes, admission fees and expenses for 2017 are given below:

Registration Fee: JPY 60,000

Tuition: JPY 1,110,000

Student Health Insurance: JPY 2,600

Total: JPY 1,172,600 *Can be paid in two installments

For inquiries or information:

Office of Student Services (Academic Services)
Keio University Shinanomachi Campus

35 Shinanomachi, Shinjuku-ku, Tokyo 160-8582, Japan.
Tel: +81-3-5363-3662 (Direct) Email: medgrad@info.keio.ac.jp