

Keio University

2024 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 Admission 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

At Keio University, personal information is managed safely and appropriately in compliance with the university's "Basic Policy Concerning Protection of Personal Information" and "Rules to Protect Personal Information."

Personal information provided when making an application, completing admissions procedures, and issuing notifications following graduation, including names, addresses, and other details, will be used at each department of Keio University for 1) processing applications for, and conducting of, entrance examinations, as well as announcements of final results; 2) admission procedures; 3) administration, correspondence, and procedures relating to academic affairs, including academic activities to which the student contributes; 4) administration, correspondence, and procedures relating to general student life; 5) administration, correspondence, and procedures relating to the use of university facilities and equipment; 6) communications for soliciting donations, notification regarding school bonds, and inviting recipients to join the Keio Iji-kai (Support Group) or apply for the Keio Card; 7) sending documents to students and guarantors and other communications; and 8) dispatching documents related to the Mita-kai (alumni association); and any other matters accompanying these tasks. Additionally, the data of personal information that has been statistically processed so that individuals cannot be identified will be used as survey and research material for the selection of entrants to the university.

Specific duties will be undertaken by contractors commissioned by Keio University (hereinafter "commissioned contractors") to perform the tasks outlined above. When outsourcing tasks, all or part of the personal information provided by applicants may be shared with commissioned contractors to the extent that it is necessary to carry out their duties. Keio University may also share personal information following graduation, within the extent that this is required for procedures and screenings, upon request from the Mita-kai (Alumni Associations), as part of its support for the Mita-kai's activities.

Exceptions may be made to share personal information with third parties in cases where there is a legal obligation to disclose information, or when it is deemed necessary to protect the life, physical wellbeing, property, or other rights and interests of the student or a third party and it is not possible to obtain the consent of the student in question. Keio University will not provide personal information to a third party in any circumstances other than those described above.

You will hereby be deemed to be in agreement with the above matters, in undertaking all procedures. Please read and consider these factors thoroughly before consenting.

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

In order to reduce the financial burden on applicants who live in areas affected by large-scale natural disasters (designated by the Japanese Government as a "Disaster of Extreme Severity"), Keio University may take special measures in accordance with the situation in the affected areas. Please check for further details on applications and procedures (only available in Japanese) under the information for undergraduate admissions on the Keio University Admissions Center website:

<https://www.keio.ac.jp/ja/admissions/exemption>

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>

Preparing a suitable online environment to take online classes

The Graduate School of Medicine has resumed in-person classes for AY2022 while taking necessary precautions against the spread of COVID-19. However, due to the ongoing nature of the pandemic, going forward, we expect to continue offering some courses online having considered educational effectiveness. Please understand that you will need to prepare a suitable online environment and necessary equipment in order to take online classes.

Important Dates for the 2024 Graduate School of Medicine Doctoral Program Entrance Examinations

Application Period I: Call for Applications

Online Registration	10:00 a.m. July 3 (Mon) – 3:00 p.m. July 14 (Fri), 2023
Period for Entrance Examination Fee Payments	10:00 a.m. July 3 (Mon) – 11:00 p.m. July 14 (Fri), 2023
Period for Mailing Application Documents	July 10 (Mon) – July 14 (Fri), 2023
Written Examination	September 28 (Thu), 2023
Interview Examination	September 29 (Fri), 2023
Announcement of Results (Online)	10:00 a.m. October 13 (Fri), 2023
Enrollment Procedure Period (Online)	10:00 a.m. February 2 (Fri) – 11:59 p.m. February 22 (Thu), 2024
Period for Mailing Admissions Documents	February 16 (Fri) – February 22 (Thu), 2024

Application Period II: Call for Applications

Online Registration	10:00 a.m. November 20 (Mon) – 3:00 p.m. December 1 (Fri), 2023
Period for Entrance Examination Fee Payments	10:00 a.m. November 20 (Mon) – 11:00 p.m. December 1 (Fri), 2023
Period for Mailing Application Documents	November 27 (Mon) – December 1 (Fri), 2023
Written Examination	January 18 (Thu), 2024
Interview Examination	January 19 (Fri), 2024
Announcement of Results (Online)	10:00 a.m. February 2 (Fri), 2024
Enrollment Procedure Period (Online)	April Enrollment: 10:00 a.m. February 2 (Fri) – 11:59 p.m. February 22 (Thu), 2024 September Enrollment: Mid- to Late July 2024
Period for Mailing Admissions Documents	April Enrollment: February 16 (Fri) – February 22 (Thu), 2024 September Enrollment: Mid- to Late July 2024

*Note that all dates refer to Japan Standard Time (JST).

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 2024. However, those whose latest degree is from a university or graduate school outside of Japan may also opt to enroll in September 2024. (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 Services by June 23 (Fri) for Application Period I applicants or November 10 (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, 2024 (September 21, 2024, 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, 2024 (September 21, 2024, 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, 2024 (September 21, 2024, 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, 2024 (September 21, 2024, for September admissions)
5. Graduates of the National Defense Medical College or individuals who plan to graduate by March 31, 2024
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, 2024 (September 21, 2024, 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 19 (Mon) – June 23 (Fri), 2023

Application Period II: November 6 (Mon) – November 10 (Fri), 2023

● 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.
<https://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' 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.

<https://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.

*The applicant's name must match that on their family register. If you are not a Japanese national, please use your name as it appears in your passport or other official documents.

*Please be sure to enter your complete education history with no omissions (including your current school if you are still enrolled).

2-4. Application Periods

Application Period I: Online Registration	10:00 a.m. July 3 (Mon) – 3:00 p.m. July 14 (Fri), 2023
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Application Period I: Mailing Application Documents	July 10 (Mon) – July 14 (Fri), 2023
Application Period II: Online Registration	10:00 a.m. November 20 (Mon) – 3:00 p.m. December 1(Fri), 2023
Application Period II: Mailing Application Documents	November 27 (Mon) – December 1(Fri), 2023

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.

*Note that all dates refer to Japan Standard Time (JST).

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: <https://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. https://www.med.keio.ac.jp/en/admissions/doctoral/index.html
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 https://www.guide.52school.com/guidance/net-keio-g/ 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." Please submit an Application Form B form as detailed below. 1. Download the Application Form B, fill in your name and desired course, and email a PDF copy to the Graduate School Committee member you wish to become your academic advisor. 2. Once the committee member returns your Application Form B with their signature affixed, please print it out and mail it with your other application documents within the application period.
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)	○	<p>1) Submit the original document or an officially certified copy of the original. Copies are not allowed.</p> <p>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).</p> <p>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. In addition, if you have been simultaneously enrolled at multiple universities due to withdrawal or other such reasons, please submit academic transcripts from each.</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>7) Grade reports will not be accepted.</p>
⑦	Certificate of Graduation or Certificate of Expected Graduation (proof of latest graduation) <u>*Document should list the (expected) date of graduation</u>	○	<p>1) 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.</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) Submit the original document or an officially certified copy of the original. Copies are not allowed. Those who have graduated from universities in mainland China must also submit an Online Verification Report of Higher Education Qualification Certificate(教育部學歷證書電子注冊備案表). Register on the Chinese Ministry of Education website and obtain a report(教育部學歷證書電子注冊備案表) in a PDF file and print it out. Please make sure the validity period of the report is at least 6 months at the time of submission.</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> <p>5) If you have been simultaneously enrolled at multiple universities due to reasons such as transfer or withdrawal, please submit a certificate of (expected) graduation (or proof of transfer/withdrawal) from each.</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>

⑨	(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	△	1) Depending on the situation, you may be asked to submit other documents.
⑩	List of Accomplishments (optional, with no prescribed format)	△	1) Please fill out in chronological order with the oldest listed first.
⑪	Document verifying your TOEFL iBT or IELTS Academic score (photocopies accepted)	△	1) Applicants can be exempted from the written examination if they take the TOEFL iBT or IELTS Academic test and submit their scores as official proof of English language skills (photocopies accepted). TOEFL iBT: 80+ IELTS: 6.0+ 2) Tests must have been taken on or after June 1 two years prior to the year of application to the graduate school and must be submitted within the application period. 3) If you are submitting a TOEFL iBT or IELTS Academic score, please register the test results as part of your online registration.

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. Print the Examination Admission Slip on a piece of white A4-size paper in a vertical, portrait orientation during the Examination Admission Slip Release Period.

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.

* 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 Services.

Application Period I : September 14 (Thu)

Application Period II : December 21 (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. If you plan to be advised by multiple professors, please list your primary academic advisor.

3. Entrance Examination Schedule and Locations

Application Period I: Call for Applications

Item	Date & Time	Location
Written Examination	September 28 (Thu), 2023, Seated by 9:00 (*1) 9:30 – 11:00 (English)	Shinanomachi Campus (*2)
Interview Examination	September 29 (Fri), 2023	Shinanomachi Campus (*3)

Announcement of Results	10:00 a.m. October 13 (Fri), 2023	Online Announcement of Results (* 4)
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Application Period II: Call for Applications

Item	Date & Time	Location
Written Examination	January 18(Thu), 2024, Seated by 9:00 (*1) 9:30 – 11:00 (English)	Shinanomachi Campus (*2)
Interview Examination	January 19 (Fri), 2024	Shinanomachi Campus (*3)
Announcement of Results	10:00 a.m. February 2 (Fri), 2024	Online Announcement of Results (*4)

*1 The examination area will open at 8:40, 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. If the start time of all examinations is postponed, you will be notified at the email address you registered during online registration.

Entering Japan to take the examination

Applicants from outside of Japan will be issued an "Entrance Examination Permit" if necessary. If you need one to obtain a visa in order to take the examination, please contact the Graduate Admission Section at the Shinanomachi Campus Office of Student Services by e-mail at kshina-admission@adst.keio.ac.jp.

4. Entrance Examination Details

4-1. Examination Subjects and Important Notes

1 **Written Examination (English)** Dictionaries are not permitted.

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.

***Starting with entrance examinations for AY2024 (held in AY2023), interviews with international applicants will be conducted online. Details will be provided in an email from the graduate admissions section of the Shinanomachi Office of Student Services after your application has been submitted.**

4-2. Important Notes for When Taking the Written Examination

- Follow the examination proctor's instructions during the examination.
- 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).
- 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: <https://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 2024, the Admissions Procedures Documents will be available from 10:00 a.m. February 2(Fri) 2024.

For applicants enrolling in September 2024, the Admission Procedures Documents will be available in mid-July 2024.

Online Admissions Procedures Website : <https://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.

● Period for Mailing Admissions Documents

April Enrollment: February 16 (Fri) – February 22 (Thu), 2024

*Those enrolling in September 2024 will be notified separately.

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.

● Required documents

- 1 Certificate of Registered Matters on Certificate of Residence (or Certificate of Residence)
- 2 Proof of Bank Transfer for Tuition Payment
- 3 Immunization Record (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)

Details will be provided in early February when enrollment registration begins.

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 2021	28	23	66	66
AY 2022	33	33	65	63
AY2023	24	24	57	54

8. Graduate Academic Fees

8-1. Required Academic Fees

Tuition fees for the 2024 academic year have not yet been decided. (The tuition fees for the 2023 academic year are provided below for reference.)

AY 2023 Doctoral Programs (Amounts in Japanese Yen)

	Registration Fees	Tuition Fees	Other Fees	Total (First Year)
Doctoral Programs	60,000	1,140,000	2,600	1,202,600

- 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 Registration 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 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>

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

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

8-4. Keio University Education Promotion Funds (Donation) and Keio University Bonds (School Bonds)

Gift giving is an effective way to participate in further enriching the educational environment at Keio. Detailed information (Japanese language only) will be sent to those who have completed the enrollment process.

Keio University Education Promotion Funds (Donation)

30,000 JPY per unit

Making donations of two units or more per year would be greatly appreciated.

Keio University Bonds (School Bonds)

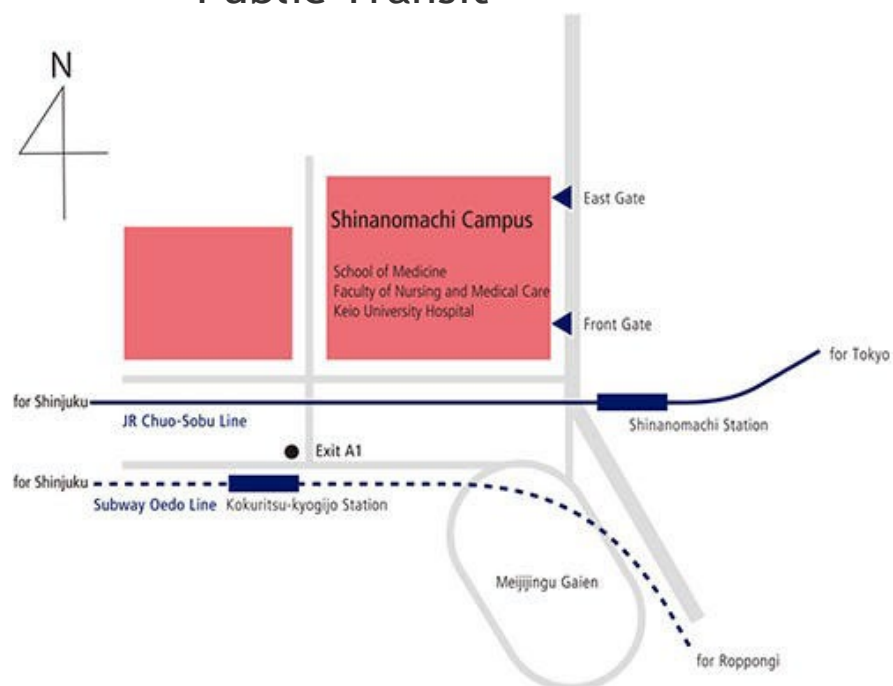
100,000 JPY per unit

Applying three or more units would be greatly appreciated.

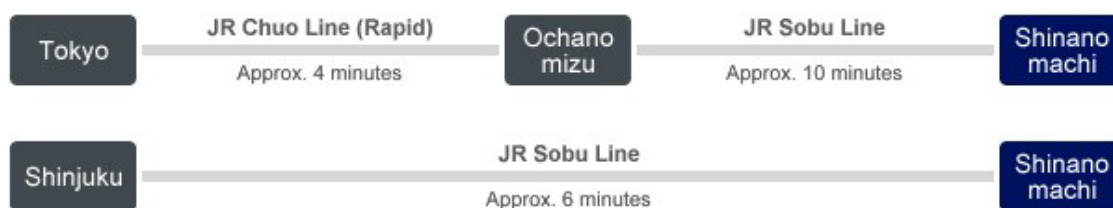
The total amount applied for bonds will be reimbursed upon completion of the graduate course or when leaving Keio.

9. Shinanomachi Campus Information

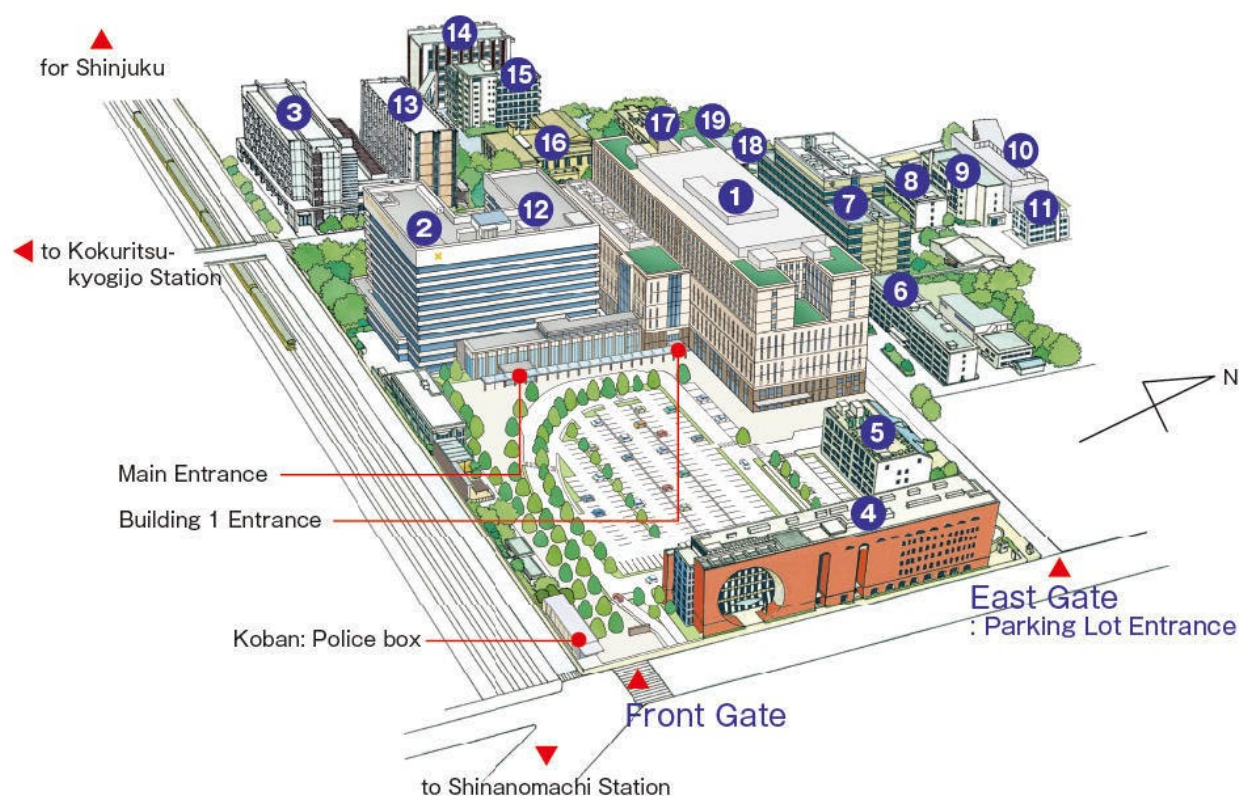
Public Transit



Access from Major Stations



Campus Map



【1】 Building 1 Hospital, Cafe, Convenience Store	【2】 Building 2 Hospital, Restaurant, Cafe, Convenience Store	【3】 Building 3: South Wing Hospital	【4】 Shinanomachi Rengakan
【5】 Koyosha	【6】 East School Building	【7】 Center for Integrated Medical Research	【8】 Second School Building
【9】 Education and Research Building	【10】 JSR-Keio University Medical and Chemical Innovation Center	【11】 North Annex	【12】 University Co-op
【13】 Building 3: North Wing	【14】 Clinical Research Building	【15】 Kobai-ryo: Dormitory	【16】 Kitasato Memorial Medical Library: Media Center
【17】 Building for Preventive Medicine & Public Health	【18】 Temporary Building D	【19】 Temporary Building E	



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

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