

Application Guide

**Keio University Graduate School of Medicine
PhD Program Entrance Examination
for International Applicants**

April / September 2017 Enrollment

1. Enrollment

April 2017

September 2017

2. Specialty and Admission Capacity

(1) Medical Science Specialty (April and September 2017 enrollment)

Admission Capacity: 72 students

Aim: This program educates students 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 (April 2017 enrollment only)

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.

3. Eligibility for Admission

(1) Applicants who have completed or expect to complete 18 years of full-time education majoring in Medicine, Dentistry, Veterinary Medicine, or Pharmacy at the university level before enrollment

(2) Applicants who have completed or expect to complete a Master's program in a relevant field before enrollment

(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. 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 for September 2017 enrollment must complete undergraduate or graduate program outside Japan.

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

4. Schedule

September Examination (for April 2017 enrollment)	
Web entry & application fee payment period	July 25 – August 5, 2016
Application period	August 1 – August 5, 2016
Examination date	September 29 – September 30, 2016
Announcement of results	October 14, 2016, 11:00 a.m.
Enrollment registration	December 12 – December 16, 2016

January Examination (for April and September 2017 enrollment)	
Web entry & application fee payment period	November 28 – December 9, 2016
Application period	December 5 – December 9, 2016
Examination date	January 12 – January 13, 2017
Announcement of results	January 27, 2017, 11:00 a.m.
Enrollment registration (for April 2017 enrollment)	February 6 – February 10, 2017
Enrollment registration (for September 2017 enrollment)	July 31 – August 4, 2017

5. 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/doctoral/>

- (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

Important Reminders:

1. We do not reply to any inquiries regarding examination 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.

6. Examination

(1) Contents

English comprehension and writing (No dictionaries)
Oral assessment

(2) Schedule and Venue

September Examination (for April 2017 enrollment):

Date	Timetable		Venue
September 29, 2016	Seated by 9:20 a.m. 9:30-11:00 a.m.	English comprehension and writing test	Large meeting room (Building 2, 11F)
September 30, 2016	Announced on September 29, 2016	Oral assessment	Lecture Room 4 (New Education and Research Building, 4F)

January Examination (for April and September 2017 enrollment):

Date	Timetable		Venue
January 12, 2017	Seated by 9:20 a.m. 9:30-11:00 a.m.	English comprehension and writing test	Large meeting room (Building 2, 11F)
January 13, 2017	Announced on January 12, 2017	Oral assessment	Lecture Room 4 (New Education and Research Building, 4F)

(3) Announcement of Examination Results

September Examination: October 14, 2016, 11:00 a.m.
January Examination: January 27, 2017, 11:00 a.m.

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

Note:

If any documents need to be issued for visa application to come to Japan, please contact the Office of Student Services well in advance.

7. 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 (e.g. FedEx, DHL, etc.) during the following period:

Registration periods

September examination:

December 12, 2016 – December 16, 2016

January examination:

April 2017 enrollment: February 6, 2017 – February 10, 2017

September 2017 enrollment: July 31, 2017 – August 4, 2017

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.

8. Academic Fees

The 2017 tuition and fees will be announced when determined; note that tuition varies by academic year. For reference purposes, admission fees and expenses for 2016 are given below:

Registration Fee: JPY 60,000

Tuition: JPY 1,100,000

Student Health Insurance: JPY 2,600

Total: JPY 1,162,600 (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