

**KYUSHU UNIVERSITY GRADUATE SCHOOL OF LAW  
CSPA PROGRAM**

**2015-2017**

**General Application Guidelines**

**PLEASE READ CAREFULLY BEFORE COMPLETING  
THE APPLICATION FORM**

**I. Admission Requirements**

For admission to the CSPA program, students must meet the following requirements:

- An undergraduate degree in political science or related field in social science from an accredited university;
- A thorough knowledge of the English language. If English is not your native language you must take the TOEFL test or equivalent. A TOEFL score of 550 (iBT 79-80) or above is required for admission;
- Sufficient financial support for the duration of the program. If you are not the recipient of a government scholarship you are required to provide a letter of your financial plans.

**II. Selection Procedure**

The students will be selected through a 24 hour-take-home-examination which will be sent to you by email followed by a telephone interview. The exact date will be notified later. However, it will be within 3 weeks of the application deadline.

**III. Scholarships**

Once you are admitted, you may apply for some scholarships.

**IV. Tuition & Fees**

Tuition costs are reviewed on an annual basis. For the academic year 2014, the various university fees are as follows:

- Kyushu University Registration Fee: 30,000 yen
- Kyushu University Entrance Fee: 282,000 yen
- Kyushu University Tuition Fee per Semester: 267,900 yen (Entrance and Tuition Fees will be changed annually.)

All fees are waived for recipients of a Japanese government scholarship (Embassy Recommended). You can also apply for partial tuition waiver once you are admitted.

## **V. Application Process**

Applicants are requested to submit by registered air mail or equivalent (i.e. Federal Express, DHL etc.), an original and one copy of the following documents to the Graduate School of Law, Kyushu University during the period **January 5 - April 13, 2015**:

- (1) Completed **Application Form**;
- (2) (For non-native English speakers) **Proof of English Proficiency**. A minimum score of 550 on the TOEFL is required.
- (3) **Research Proposal** of your Master thesis in two A4 pages. (free format)
- (4) **Two Letters of Recommendation** from the applicant's supervising professor or other teaching staff who have had direct contact with the applicant; or from a supervisor in the employing body with personal knowledge of the applicant (prescribed form);
- (5) **Official School Transcript** of the last school from which the applicant graduated and that which the applicant is currently attending.
- (6) **Photocopy of Graduation Certificate** of the last university and graduate school, or a certified letter from the university at which the applicant is currently attending, stating the expected graduation date;
- (7) Certificate of Citizenship or Proof of Residence in the applicant's home country, i.e., census register, passport (photocopy), or other positive proof of citizenship;
- (8) One photograph taken within the past 6 months (6cm x 4cm);

Additional Notes:

- All application materials should be typed in English on A4 paper. If materials required above are in a language other than English or Japanese, an official translation into English must be attached.
- All application materials must arrive by **April 13, 2015**. No application materials will be accepted after this date.
- Application materials will not be returned to candidates.

## **VI. Notification of Results**

Students will be informed of the result of their application by late May.

## **VII. Inquiries**

Inquiries by phone cannot be accepted. Written inquiries regarding this program should be addressed to:

Admission Office of the CSPA Program  
Graduate School of Law, Kyushu University  
6-19-1 Hakozaki, Higashi-ku  
Fukuoka 812-8581 Japan  
Fax: +81[Japan]-92-642-4162  
E-mail: [admission@law.kyushu-u.ac.jp](mailto:admission@law.kyushu-u.ac.jp)