



***LL.D. Program***

***Application Guidelines for Privately Funded Students***

**(October 2018 Admissions)**

**1. Introduction**

Please read the following Application Guidelines before submitting an application.

Kyushu University's LL.D. program offers students the unique opportunity of preparing a doctoral thesis in English whilst studying at a Japanese university. Participants will pursue a closely supervised program of research prior to submitting a final dissertation. The program is designed to provide students with the skills necessary to complete high-level research in law.

The doctoral thesis may be on any law-related subject agreed in consultation with the academic supervisors and approved by the faculty. A full list of professors and their research interests can be found at: <http://www.law.kyushu-u.ac.jp/programs/english/>

**Please note these guidelines only cover admission for the LL.D. Program in Law for privately funded students i.e. any student NOT receiving a scholarship from the Japanese government, such as a Japanese Embassy Scholarship.**

Full details on the LL.D. program are available at:  
<http://www.law.kyushu-u.ac.jp/programs/english/>

**2. Purpose of Program**

Kyushu University's LL.D. program offers students the unique opportunity of preparing a doctoral thesis in English whilst studying at a Japanese university. The program is designed to provide students with the skills necessary to complete high-level research in law.

Participants will pursue a closely supervised program of research prior to submitting a final dissertation.

### 3. Subject Areas for Doctorates

The doctoral thesis may be on any law-related subject agreed in consultation with the academic supervisors and approved by the *LL.D. Faculty Committee*.

A full list of professors and their research interests can be found at:

<http://www.law.kyushu-u.ac.jp/programs/english>

### 4. Admission Requirements

For admission to the *LL.D.* program, applicants must meet the following requirements:

1. A Master's degree (in law or a related discipline) from an accredited university. All applicants are expected to have engaged in some form of law study at graduate level.
2. A good command of English. A TOEFL score of 250+ (computer-based), 600+ (paper-based), or 100+ (Internet-based) or equivalent is required for non-native English speakers.
3. Sufficient financial support for the duration of the program. Further details on the costs of studying on the *LL.D.* program, including tuition and other fees, are available at the program web site.

### 5. Application Materials

Applicants are requested to submit by registered airmail or equivalent (i.e. Federal Express, DHL etc.), **an original and one copy** of the following documents to the Faculty of Law, Kyushu University **before May 7, 2018** (applications arriving after that date cannot be accepted):

1. Completed **LL.D. Application Form** (form attached below). Please note: (1) It is very important that the name that you include in Section 1 of the Application Form is the same as the name in your passport. The Student Visa of successful applicants will be issued with the name provided in Section 1, and it can cause problems at immigration when entering Japan if the names are different. (2) Nationality. You must indicate if you have dual nationality or Japanese nationality.
2. A photocopy of **Graduation Certificate** of the last university and graduate school attended, OR a **Certified Letter** from the university at which the applicant is currently attending, stating the expected graduation date.
3. **Official School Transcript** of the last school from which the applicant graduated and that which the applicant is currently attending.

4. **Two Letters of Recommendation** from the Dean, 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 (forms attached below).

5. For non-native speakers, **proof of English proficiency** must be provided. A TOEFL score of 250+ (computer-based), 600+ (paper-based), or 100+ (Internet-based) or equivalent is required for non-native English speakers.

6. A copy of any Master's thesis that has been written in English, a substantial piece of written work in English OR - if the student is currently enrolled on an *LL.M* program at Kyushu University - a 20 pages draft of the *LL.M.* thesis.

All application materials should be typed **in English** on the attached forms or additional sheets of A4 paper. In the event materials required above are in a language other than English or Japanese, a translation into one of these languages must be attached.

Application materials will **not** be returned to applicants.

## **6. Application Procedure**

After receiving the application, Kyushu University may decide to hold an interview.

Interviews will be held either by SKYPE, phone or (if it is convenient).

Applicants will be informed of the result of their application for the LL.D., by early-July 2018.

## **7. Tuition & Fees**

On enrollment, all incoming students must pay an Examination Fee and Entrance Fee, in addition to the Tuition Fees.

For the academic year 2017-2018, the fees were as follows:

Tuition Fees (for one year): ¥535,800

Registration Fee: ¥30,000

Entrance Fee: ¥282,000

Please note that this amount is subject to annual review. The final amount for 2018-19 is

available upon request from *admission@law.kyushu-u.ac.jp*.

A fee waiver scheme operates for students demonstrating a high level of academic performance. Please note that it is rare for students to receive a waiver on the Entrance Fee, and for the Tuition Fee successful candidates normally only receive a remission of up to 50%.

## **8. Warning**

Students will have their enrollment at Kyushu University withdrawn immediately in the event of **any** of the following:

- If the applicant is found to have made false statements on his/her application.
- If the applicant is subject to disciplinary measures or has been found to have no promise for academic achievement by the University.
- If the applicant is absent from University for a prolonged period of time without permission.
- If the student has insufficient resources to finance their studies in Kyushu University.

## **9. Inquiries**

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

Admission Office of the *LL.D.* Program,  
Graduate School of Law, Kyushu University,  
6-19-1 Hakozaki, Higashi-ku,  
Fukuoka 812-8581, Japan.

Alternatively, candidates may correspond by fax or e-mail:

Fax: 81[Japan]-92-642-4162  
E-mail: *admission@law.kyushu-u.ac.jp*

**LL.D. Program Application Form**

| 1. APPLICANT INFORMATION    |          |               |                                                         |               |  |
|-----------------------------|----------|---------------|---------------------------------------------------------|---------------|--|
| <b>Last Name</b>            |          | <b>First</b>  |                                                         | <b>Middle</b> |  |
| <b>Contact Address</b>      |          |               |                                                         |               |  |
| <b>Nationality</b>          |          | <b>E-mail</b> |                                                         |               |  |
| <b>Phone</b>                |          |               | Please<br>paste a<br>passport<br>sized<br>photo<br>here |               |  |
| <b>Age</b>                  |          |               |                                                         |               |  |
| <b>Date of Birth</b>        |          |               |                                                         |               |  |
| <b>Gender</b>               | <b>M</b> | <b>F</b>      |                                                         |               |  |
| 2. EDUCATION HISTORY        |          |               |                                                         |               |  |
| <b>Elementary School</b>    |          |               |                                                         |               |  |
| <b>Attended From – To</b>   |          |               |                                                         |               |  |
| <b>Secondary School (1)</b> |          |               |                                                         |               |  |
| <b>Attended From – To</b>   |          |               |                                                         |               |  |

Candidate Application Checklist: 1. Completed Application Form 2. Proof of English Proficiency 3. TWO Recommendation Letters  
Date: \_\_\_\_\_ 4. Transcript from University 5. Degree Certificate 6. Master's Thesis

|                                       |                  |                       |  |
|---------------------------------------|------------------|-----------------------|--|
| <b>Secondary School (2)</b>           |                  |                       |  |
| <b>Attended From - To</b>             |                  |                       |  |
| <b>Higher Education</b>               |                  |                       |  |
| <b>Attended From-To</b>               |                  | <b>Degree Awarded</b> |  |
| <b>Higher Education</b>               |                  |                       |  |
| <b>Attended From-To</b>               |                  | <b>Degree Awarded</b> |  |
| <b>Total Years of Schooling</b>       | <b>___ Years</b> |                       |  |
| <b>3. EMPLOYMENT HISTORY</b>          |                  |                       |  |
| <b>Name &amp; Address of Employer</b> |                  |                       |  |
| <b>From - To</b>                      |                  | <b>Position</b>       |  |
| <b>Name &amp; Address of Employer</b> |                  |                       |  |
| <b>From - To</b>                      |                  | <b>Position</b>       |  |

**4. ENGLISH ABILITY** (Please indicate your TOEFL [or equivalent] score)

**5. THESIS PROPOSAL** (In less than 2,000 words, please write a research proposal for a topic that is suitable for an LL.D. program.)

**PROPOSED THESIS TITLE:**

**SUMMARY:**

**6. DECLARATION & SIGNATURE**

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to my enrolling at Kyushu University, I understand that false or misleading information in this application may result in my enrollment at Kyushu University being terminated.

|                  |  |             |  |
|------------------|--|-------------|--|
| <b>SIGNATURE</b> |  | <b>DATE</b> |  |
|------------------|--|-------------|--|

**(Optional)** Could you please indicate how you became aware of the LL.D. program at Kyushu University? (e.g. Internet, friend, poster, pamphlet etc.)

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## RECOMMENDATION (1)

To: President of Kyushu University

※To the RECOMMENDER: Please write a statement concerning the applicant, stating how long and in what connection you have known him/ her, your evaluation of his/ her character, your speculation on the applicant's potential for success as a graduate student and his/ her potential for independent research ( use space below)

On behalf of

(Name of Applicant): \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
Family First Middle

CONFIDENTIAL

IMPORTANT: Please evaluate the applicant's qualification, compared with the last 5 years students, by checking the appropriate space below, and specifying first the group with which you have compared him/her.

| QUALIFICATION                             | Excellent<br>(upper 5%) | Good<br>(6-20%) | Satisfactory<br>(21-50%) | Average or below<br>(lower 50) | No basis for<br>judgement |
|-------------------------------------------|-------------------------|-----------------|--------------------------|--------------------------------|---------------------------|
| <b>①KNOWLEDGE</b>                         |                         |                 |                          |                                |                           |
| Intellectual ability                      |                         |                 |                          |                                |                           |
| Knowledge in subject of<br>proposed study |                         |                 |                          |                                |                           |
| General knowledge                         |                         |                 |                          |                                |                           |
| <b>②GOOD JUDGEMENT &amp; EXPRESSION</b>   |                         |                 |                          |                                |                           |
| Imagination                               |                         |                 |                          |                                |                           |
| Oral Expression                           |                         |                 |                          |                                |                           |
| Written Expression                        |                         |                 |                          |                                |                           |
| <b>③COMMON SENSE</b>                      |                         |                 |                          |                                |                           |
| Industry and<br>Perseverance              |                         |                 |                          |                                |                           |
| Emotional stability                       |                         |                 |                          |                                |                           |
| Inquisitiveness &<br>independence         |                         |                 |                          |                                |                           |
| <b>④CONCLUSION(Overall potential as)</b>  |                         |                 |                          |                                |                           |
| Teacher                                   |                         |                 |                          |                                |                           |
| Scholar (research fellow)                 |                         |                 |                          |                                |                           |
| LL.M. holder                              |                         |                 |                          |                                |                           |
| LL.D. holder                              |                         |                 |                          |                                |                           |

Signature \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_

Position \_\_\_\_\_

Institution \_\_\_\_\_

Relationship to Applicant \_\_\_\_\_

Address \_\_\_\_\_

Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

E-mail \_\_\_\_\_

We appreciate the time and effort that you have taken to provide us with these comments.  
Please return this letter directly to Kyushu University OR place in a sealed envelope and return to the candidate.

Address: Admission Office of International Programs  
Faculty of Law, Kyushu University  
6-19-1 Hakozaki, Higashi-ku, Fukuoka, 812-8581 JAPAN

## RECOMMENDATION (2)

To: President of Kyushu University

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On behalf of

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CONFIDENTIAL

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|-------------------------------------------|-------------------------|-----------------|--------------------------|--------------------------------|---------------------------|
| <b>①KNOWLEDGE</b>                         |                         |                 |                          |                                |                           |
| Intellectual ability                      |                         |                 |                          |                                |                           |
| Knowledge in subject of<br>proposed study |                         |                 |                          |                                |                           |
| General knowledge                         |                         |                 |                          |                                |                           |
| <b>②GOOD JUDGEMENT &amp; EXPRESSION</b>   |                         |                 |                          |                                |                           |
| Imagination                               |                         |                 |                          |                                |                           |
| Oral Expression                           |                         |                 |                          |                                |                           |
| Written Expression                        |                         |                 |                          |                                |                           |
| <b>③COMMON SENSE</b>                      |                         |                 |                          |                                |                           |
| Industry and<br>Perseverance              |                         |                 |                          |                                |                           |
| Emotional stability                       |                         |                 |                          |                                |                           |
| Inquisitiveness &<br>independence         |                         |                 |                          |                                |                           |
| <b>④CONCLUSION(Overall potential as)</b>  |                         |                 |                          |                                |                           |
| Teacher                                   |                         |                 |                          |                                |                           |
| Scholar (research fellow)                 |                         |                 |                          |                                |                           |
| LL.M. holder                              |                         |                 |                          |                                |                           |
| LL.D. holder                              |                         |                 |                          |                                |                           |

Signature \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_

Position \_\_\_\_\_

Institution \_\_\_\_\_

Relationship to Applicant \_\_\_\_\_

Address \_\_\_\_\_

Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

E-mail \_\_\_\_\_

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