

Bilingual Master's Program in Law (*BiP*)***Application Guidelines for Recipients of a Japanese Government
Embassy Scholarship
(For Spring or Autumn 2024 Admissions)*****1. Introduction**

Please read the following Application Guidelines before submitting an application.

The Bilingual Master's degree program in Law (*BiP*) offers students the unique opportunity to engage in graduate level study of law in a “bilingual” environment at a law faculty in Japan. The program is designed for students who already have a solid foundation in the Japanese language but wish to improve their Japanese ability, whilst at the same time engaging in classroom study and supervised research across a wide range of subjects in the fields of law and political science.

Additional information on the BiP can be found at:

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

Please note that this application process only covers admission for the Bilingual Master's Program in Law. The procedure for confirmation of the Embassy Scholarship is different. Please consult with your local Japanese Embassy for further details.

2. Program Duration

BiP is taught on a full-time basis and takes a minimum of 12 months for completion, beginning in either April or October every year and ending in March or September of the following year.

Students are able to extend the period of study for an additional 6 or 12 months (one or two semesters) if they so wish. Please note that the decision to extend the period of study is subject to faculty approval.

Candidates with an Embassy Scholarship may apply for Spring or Autumn 2024 admission.

3. Admission Requirements

For admission to *BiP*, applicants must meet the following requirements:

1. An undergraduate degree in either Law OR Japanese/East Asian Studies.
2. **A good command of oral, written and reading Japanese.** Although there is no formal Japanese language requirement for *BiP*, an interview will be conducted with all applicants to ensure that students have the ability to fully participate in courses taught in Japanese. In addition, students will be obliged to submit a personal statement written in Japanese as part of the application process.
3. A good command of English. A *TOEFL* score of 79+ (internet-based) or equivalent is required for non-native English speakers.
4. Sufficient financial support for the duration of the program.

Please note: Japanese Nationals are not eligible for *BiP*.

4. 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:

1. Completed ***BiP* Application Form** (Application 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 the **Graduation Certificate** of the last university or 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. The transcript should include a clear indication of the overall GPA, if the school uses a GPA system.
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 79+ (Internet-based) or equivalent is required for non-native English speakers.
6. A copy of **all** application materials submitted to the Japanese Embassy or other diplomatic mission (e.g., Scholarship Application Form(s), research plan, Official School Transcript etc.).
7. A copy of the “**Passing Certificate of the Primary Screening**” issued by the Japanese Embassy.

All application materials should be typed **in English or Japanese** 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.

5. Application Deadlines

The deadline for receiving application materials is **August 25, 2023**.

Applications arriving after that date cannot be accepted.

6. Interview

Applicants will be interviewed either by Zoom, phone or (if it is convenient) in person within 6 weeks of the application deadline.

The main purpose of the interview is to assess whether an applicants' Japanese language is of an appropriate standard to pursue graduate study in Japan.

7. Notification of Result

Applicants will be informed of the result of their application by late September.

8. Warning

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

- If the student is found to have made false statements on his/her application.
- If the student is subject to disciplinary measures or has been found to have no promise for academic achievement by the University.
- If the student 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. Candidates may correspond by e-mail:

admission@law.kyushu-u.ac.jp

10. Submission

Applicants are requested to submit all materials by registered airmail or equivalent (i.e., Federal Express, DHL etc.).

All application materials should be addressed to:

Admission Office of the *BiP* Program,
Graduate School of Law, Kyushu University,
East Zone 2
744 Motooka, Nishi-ku,
Fukuoka 819-0395, Japan.

No. ____

BILINGUAL MASTER'S PROGRAM IN LAW, APPLICATION SUMMARY**FACULTY OF LAW, KYUSHU UNIVERSITY**

| Name | Family name | First name | Middle name |
|---|--------------------------------------|---------------------------|-----------------|
| Nationality | | Date of Birth | Age () |
| Mailing Address | | | |
| | Phone No. : | | E-mail address: |
| Present Status valid until (/ /) | Name of Institution | | |
| | Address | | |
| | Status | | Date attended |
| | Major Field | | |
| | Degree or Diploma (Date expected) | | |
| Last School | Name of Institution | | |
| | Address | | |
| | Status | | Date attended |
| | Major Field | | |
| | Degree or Diploma (Date received) | | |
| English Proficiency | TOEFL SCORE () | | |
| Japanese Proficiency | | | |
| Letters of Recommendation | 1 | Name | |
| | | Position | |
| | | Institution | |
| | | Relationship to Applicant | |
| | 2 | Name | |
| | | Position | |
| | | Institution | |
| | | Relationship to Applicant | |

※Office Use Only

| Date Received | / / | Documents Received | 1 | 2 | 3 | 4 | 5 | 6 | 7 |
|---------------|--------|--------------------|---|---|---|---|---|---|---|
| | | | | | | | | | |
| | | | | | | | | | |

Required documents: 1. BiP Application form 2. Degree Certificate 3. Official transcript 4. Two Recommendation Letters

5. Proof of English Proficiency 6. Embassy App.Copy 7. Passing Certificate

7. Educational history (学歴)

| | | Name and address of school 学校名及び所在地 | Year & Month of Entrance & Completion 入学及び 卒業年月 | Major subject 専攻科目 | Diploma or Degree Awarded 単位 学位 資格 |
|--|-------------|--|---|--------------------------|--|
| Elementary education 初等教育 Elementary school 小学校 | | Name 学校名 Location 所在地 | From 入学 To 卒業 | | |
| Secondary Education 中等教育 Secondary School 中学校 ・ 高校 | Lower 中学 | Name 学校名 Location 所在地 | From 入学 To 卒業 | | |
| | Upper 高校 | Name 学校名 Location 所在地 | From 入学 To 卒業 | | |
| Higher Education 高等教育 Undergraduate Level 学部 | | Name 学校名 Location 所在地 | From 入学 To 卒業 | | |
| Graduate level 大学院 | | Name 学校名 Location 所在地 | From 入学 To 卒業 | | |
| Total years of schooling 以上、全学校教育を通算した修学年数 | | | Years 年 | | |

8. Employment record (職歴)

| Name and Address of Organization 勤務先及び所在地 | Period of employment 勤務期間 | Position 役職名 | Type of work 職務内容 |
|--|---------------------------------|-----------------|----------------------|
| | | | |
| | | | |
| | | | |

9. Proposed study program in Japan. In 600 words or more, please describe the details of your intended major field of study. This item will be used as one of the most important criteria for selection. Additional sheets may be attached if necessary. Please write in English.

日本における研究計画：志望する研究領域について、600単語以上用い、英語で詳述して下さい。用紙が不足する場合は、別紙を加えても構いません。
なお、この研究計画は選考の際の重要な要素となります。

10. State the titles of any published books or research papers (including graduation thesis authored by the applicant), if any (mention the name and address of publisher and the date of publication).

業績： 著書、学術論文（卒業論文を含む）があれば、その題名、出版社名、出版年月日、出版場所を示して下さい。

11. Personal statement. Describe briefly your reasons for wanting to participate in *BiP* at Kyushu University and your long-term career goals. Please indicate the relevance of your previous education and work experience. Please write in Japanese.

志望動機：九州大学BiPプログラムを志望する理由について、将来に望むキャリアとの関係で位置づけながら、また、これまでの学歴および職歴に触れつつ、日本語で、簡潔に記述して下さい)

12. First Language. Please indicate the language or language(s) that you consider to be your first language(s).

母語：母語を記入して下さい。複数でも構いません。

13. Foreign Language Proficiency. Evaluate your level and mark with an × where appropriate in the following categories.

外国語：外国語能力を自己評価のうえ、該当欄に×印を記入して下さい。適宜言語を加えても構いません

| | Excellent 優 | Good 良 | Fair 可 |
|------------------------|-------------|--------|--------|
| Japanese 日本語 | | | |
| English 英語 | | | |
| French 仏語 | | | |
| German 独語 | | | |
| Spanish 西語 | | | |
| Chinese 中国語 | | | |
| Korean 韓国語 | | | |
| | | | |
| | | | |

14. Declaration (申請) :

I confirm that everything contained in this application is true to the best of my knowledge. I have read and understood the Privacy Policy for International Students Applying for Admission at Kyushu University available at: <http://www.kyushu-u.ac.jp/en/website/privacypolicy/internationalstudents>

上記記載の事項に間違いありません。また、九州大学の入試におけるプライバシーポリシーのサイトを確認し、理解しました。

Applicant's signature (出願者署名) : _____

Applicant's name in block capitals (出願者氏名) : _____

Date of application (出願年月日) : _____

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 (upper 5%) | Good (6-20%) | Satisfactory (21-50%) | Average or below (lower 50) | No basis for judgement |
|---|-------------------------|-----------------|--------------------------|--------------------------------|---------------------------|
| ①KNOWLEDGE | | | | | |
| Intellectual ability | | | | | |
| Knowledge in subject of proposed study | | | | | |
| General knowledge | | | | | |
| ②GOOD JUDGEMENT & EXPRESSION | | | | | |
| Imagination | | | | | |
| Oral Expression | | | | | |
| Written Expression | | | | | |
| ③COMMON SENSE | | | | | |
| Industry and Perseverance | | | | | |
| Emotional stability | | | | | |
| Inquisitiveness & independence | | | | | |
| ④CONCLUSION(Overall potential as) | | | | | |
| 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
744 Motooka, Nishi-ku, Fukuoka, 819-0395 JAPAN

RECOMMENDATION (2)

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 (upper 5%) | Good (6-20%) | Satisfactory (21-50%) | Average or below (lower 50) | No basis for judgement |
|---|-------------------------|-----------------|--------------------------|--------------------------------|---------------------------|
| ①KNOWLEDGE | | | | | |
| Intellectual ability | | | | | |
| Knowledge in subject of proposed study | | | | | |
| General knowledge | | | | | |
| ②GOOD JUDGEMENT & EXPRESSION | | | | | |
| Imagination | | | | | |
| Oral Expression | | | | | |
| Written Expression | | | | | |
| ③COMMON SENSE | | | | | |
| Industry and Perseverance | | | | | |
| Emotional stability | | | | | |
| Inquisitiveness & independence | | | | | |
| ④CONCLUSION(Overall potential as) | | | | | |
| 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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