



Distance-Learning LL.D. Program
Application Guidelines for Privately Funded Students
(October 2021 Admissions)

1. Introduction

Please read the following Application Guidelines carefully before submitting an application.

Kyushu University's distance-learning *LL.D.* program offers students the unique opportunity of preparing a doctoral thesis in English whilst enrolled at a Japanese university and resident in their home country.

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.

Full details on the requirements of the distance-learning *LL.D.* program are available at:

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

Please read the program requirements carefully before submitting an application.

In particular, please note the requirements relating to the thesis topic, i.e., for the distance-learning *LL.D.* program, thesis proposals are only accepted in certain designated fields, namely “Law and Culture” and “Law in a Smart Society”. Research proposals from other fields of law will not be accepted.

Please note that these guidelines only cover admission for the distance-learning *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.

2. Admission Requirements

For admission to the distance-learning *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 a graduate level.
2. A good command of English. A TOEFL score of 100+ (Internet-based) or equivalent (e.g., IELTS 7.5+) 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.

3. 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 July 12, 2021** (applications arriving after that date cannot be accepted):

1. Completed ***LL.D.* Application Form** (form attached below).

Please complete all sections of the thesis proposal part of the Application Form.

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.

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 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 – 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.

4. Application Procedure

After receiving the application, the Admissions Committee will hold an interview if the candidate passes a paper screening.

Interviews will be held either by Zoom or Skype, or in person (if it is convenient).

If the candidate passes the interview round, they will be invited to make a presentation of their proposed research to other faculty members. Again, this be organized via Zoom or Skype if an in-person presentation is not convenient.

Applicants will be informed of the result of their application by mid August 2021.

5. 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 2021-2022, 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 2021-22 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%.

6. 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 student has insufficient resources to finance their studies in Kyushu University.

7. 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,
744 Motooka, Nishi-ku,
Fukuoka 819-0395, Japan.

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

Fax: 81[Japan]-92-802-5407
E-mail: *admission@law.kyushu-u.ac.jp*

LL.D. Program Application Form

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

Secondary School (2)			
Attended From - To			
Higher Education			
Attended From-To		Degree Awarded	
Higher Education			
Attended From-To		Degree Awarded	
Total Years of Schooling	___ Years		
3. EMPLOYMENT HISTORY			
Name & Address of Employer			
From - To		Position	
Name & Address of Employer			
From - To		Position	

4. ENGLISH ABILITY (Please indicate your TOEFL [or equivalent] score)**5. THESIS PROPOSAL**

Please complete the separate Thesis Proposal Form, which is available from the program web page with the Application Guidelines and Application Form.

6. DECLARATION & SIGNATURE

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

I have read and understood the Privacy Policy for Students Applying for Admission at Kyushu University available at:
<http://www.kyushu-u.ac.jp/en/website/privacypolicy/internationalstudents>

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.

SIGNATURE**DATE**

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

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

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Signature _____ Date _____

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