

## Application Guideline for Research Students

### 1. Qualification for Applicants

(Master's level)

Those who meet one of the following requirements have the eligibility.

- (1) Applicants who have successfully obtained a bachelor degree from a distinguished universities in their respective countries or elsewhere.
- (2) Applicants who have completed a minimum of 16 years of school education abroad.
- (3) Applicants with qualifications acknowledged being equivalent to a university graduate by the Graduate School of Engineering.

(Doctoral level)

Those who meet one of the following requirements have the eligibility.

- (1) Applicants who have successfully obtained a master's degree from a distinguished universities in their respective countries or elsewhere.
- (2) Applicants with qualifications acknowledged being equivalent to a university graduate by the Graduate School of Engineering.

### 2. APPLICATION FORMS

You are required to submit the below mentioned documents (1 to 6) to the Student Affairs Section, Graduate School of Engineering, Kobe University.

Application form should be filled in by the applicant only, and if there is something untrue in the application, we might cancel the admission to Kobe University.

- (1) Application for Admission / Research Proposal (specified form)
- (2) Application Fee (9,800 yen)
  - Submit proof of payment.
- (3)(Expected) Graduation Certificate and Transcripts of Academic Record published by your university
- (4) Letters of Recommendation (specified form)
  - Written by a professor/lecturer who had instructed you during your previous degree program, by the Dean of your previous institution, or the Head of Department.

Applicants coming under the following conditions should also submit the documents (5) and (6).

#### Foreign Applicants

Foreign applicants must submit the following documents (5) and (6) in addition to (1) to (4) above.

Only (6), (6-1) and (6-2) must be submitted by Email.

Email address: eng-kyomugakusei@office.kobe-u.ac.jp

(5) Copy of certificate of residence or resident card (front and back) (only for applicants residing in Japan)

(6) Application for Certificate of Eligibility (prescribed form) (only for those not residing in Japan)

(6-1) Passport (copy)

(6-2) Documents certifying the applicant's ability to pay the expenses (bank book (copy), certificate of balance (copy), etc.)

#### Applicants Entering From Workplace

(7) Pledge and Letter of Confirmation

- Applicants who are admitted to the Graduate School of Engineering and wish to remain their positions in the institutions at the time of admission are obliged to make the following pledges.
  - (a) A pledge stating that the candidate will be solely under the guidance of the supervisor/instructor in the division /department to which he / she is admitted.
  - (b) A letter of confirmation stating that the candidate is being admitted on condition that he/she does not

resign from his /her Job and that her/his studies are not purely for occupational purposes.

(N.B.) 1. Documents should be filled out either in English or in Japanese. Make sure that documents created in a foreign language other than English should be accompanied by Japanese translation with the translation accreditation issued by the public institution such as the diplomatic facilities of Japanese or foreign government.

2. Please attach a Japanese language proficiency test certificate, if available.

### 3. DATE OF ADMISSION

Research students are admitted to the Graduate School of Engineering at the beginning of each term (Apr. 1st for spring semester and Oct. 1st for autumn semester).

### 4. APPLICATION DEADLINE

Application deadline for research students are as follows. The application forms listed in Application Procedure must reach the Student Affairs Section during the following periods or be postmarked by the deadline.

for Spring semester  
(Starts on April 1st, 2025)

- Residents in Foreign Countries from October 31 to November 6, 2024
- Residents in Japan from January 28 to January 31, 2025

\*Reception time is 10:00 to 12:00 and 13:00 to 16:00 on weekdays.

### 5. METHOD OF SELECTION

The selection of successful applicants is made based on application materials submitted.

### 6. RESULT OF SELECTION AND ENTRANCE FORMALITIES

The applicants will be informed of the result of selection as soon as the results are available.

Also the information on admission fees and further admission procedures will be sent to successful applicants. The successful applicants must submit the required documents along with the following academic fees.

#### ACADEMIC FEES

Admission Fee	¥84,600
Tuition Fee (per semester)	¥178,200

(N.B.) Admission Fee and Tuition Fee might change according to the academic year.

## 7. ABOUT PERSONAL INFORMATION

(1) We treat personal information strictly confidential according to laws and university policy concerning the protection of personal information.

(2) We use personal information which we gain through entrance examination for selection, entrance procedure and reference purpose.

(3) The personal information on the application form for those who enter Kobe University will also be used for student guidance, education, and tuition fee related purpose after entrance.

(4) We will entrust part of our business to companies. At that time, we will give them the minimum information necessary and they will have the obligation to keep those information confidential.

Student Affairs Section,  
Graduate School of Engineering,  
Kobe University

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