

Explanatory Notes of the Web Entry

■ Application and Admission Details

- (1) Please choose an appropriate item on each section.
- (2) The second screening test will be held at Hiyoshi Campus, Keio University. If you apply from overseas, you can have exams on line. If it is your case, please choose “Overseas (Online)” at the section of “Examination venue.”
- (3) Please choose a language which you would like to use at the second screening test.

■ Applicant's Name

Your registered name here will be used on students' list of lectures and documents of the university.

- (1) If you are a foreign national, please input your name which appears on 'Passport.'
- (2) If the name registered on 'Passport' is not in kanji and/or if you are not sure about kana, please enter your name exactly as it appears in your passport to all name fields in capital letters of alphabet.
- (3) If your family name follows your first name in a normal way, please put comma, ',' right after your family name.
- (4) If you wish to input your middle name, please write only the initial letter of it.
- (5) If a foreign national wishes to use an alias name, only that is registered on 'Juminhyo', which is a certificate for Status of Residence issued in Japan, is accepted.

■ Other Personal Details (Address, Telephone Number, E-mail, Date of Birth, Nationality)

- (1) Please write your home address without any abbreviation.
- (2) Please write the number of fixed-line phone at your home. In case you only have your mobile phone, you may input that number. In either case, in order for us to contact you easily, please write your mobile phone number.
- (3) Please write your e-mail address of your personal computer. The e-mail address of mobile phones is not acceptable.
- (4) Please input your date of birth as follows; yyyy/mm/dd.
- (5) Please search your nation code and select the number. Only if you are not able to find the appropriate code, you may input 'Nation' of your own.
- (6) If you are a resident outside Japan, please input the address with Zip code using half-width characters.

■ Education

- (1) Please describe your academic background after the graduation from an elementary school.
- (2) Please search the university or universities of your (under)graduate school(s) which you graduated

or are expected to graduate from. Only if you are not able to find the appropriate code, you may input 'University name' of your own.

- (3) Please input the date/month/year you left / graduated from your school as follows; yyyy/mm/dd and select your case.
- (4) If you need to write more than two graduated or graduating universities, please click "Add input fields."
- (5) If you are a Keio University student or graduate, please input your last student number when you belong(ed) to Keio University's undergraduate programs or graduate school except Keio University's Correspondence Course and non-degree students.

■ Research Papers

Bachelor's thesis / Master's thesis

- (1) If you have not decided on the theme of your thesis in detail, please describe what kind of research you are going to or have been proceed (ing).
- (2) Applicants to Doctoral Program are required to enclose a photocopy of your master's thesis with application documents when you apply.

■ An Organization or a company you currently belong to

If you have been working for a company / institution or government organization, please input the name of an organization or a division / section.

■ Language Proficiency

- (1) Please select or input your mother tongue.
- (2) If your mother tongue is neither Japanese nor English, please select your proficiency level from 1(elementary) to 5(advanced). Please describe your official language test result as well, if any. Please input the score or achievement of either of them such as Japanese Language Proficiency Test or TOEFL.

■ Purpose of the Application

Please describe in detail the purpose(s) for applying to the school.

■ Research Areas

- (1) Please check all the boxes of the professors who you contacted at the prior consultation to the screening.
- (2) Please select the name of a(n) (associate) professor who you wish to have as your supervisor. Please note that your supervisor (research advisor) will be decided after your enrollment through our necessary adjustment.
- (3) Please describe in detail the research subjects you wish to pursue as well as what you wish to learn, with the motivations and the reasons thereof.

■ Tuition to be Paid by

Please select a payer of tuition.

■ Guarantor

- (1) A guarantor must be an adult living in Japan who is making an independent living and can take responsibility for financial and personal matters of the applicant. If you are unable to find a guarantor in Japan, one who resides outside Japan may serve as guarantor. If it is your case, please input his/her name and address with using half-width characters.
- (2) A guarantor must take responsibilities for the following:
 - 1 To be responsible for the applicant for the compliance with the rules and regulations, proper conduct and all educational expenses during the period enrolled in Keio University.
 - 2 To contact the applicant to make arrangements to obtain necessary application materials for admission and immigration purposes in case of incomplete documentation.
- (3) In case your employer pays your tuition, you can take, as a guarantor, a chief executive of your company (institution) or a director of human resource office at your company (institution). At the section of guarantor's information of this form, please write relevant information of the chief executive/director responsible for this matter.

■ Previous participation in guidance held before

This inquiry is just for our survey and has nothing to do with the result of the screening.

■ Password for activation

Please make sure not to forget your password which you set here because it will be necessary to upload your application and revise and print out your registry information as well as to check announcement of results and go through admission procedures.