

Application Instructions

**International Undergraduate Programs
in**

**Electrical Engineering and Computer Science
Applied Chemistry
Civil Engineering
Mechanical and Aerospace Engineering**

Autumn 2019

**School of Engineering
Kyushu University**

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< Contact Information >

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Kyushu University
744 Motoooka Nishi-ku Fukuoka 819-0395
FAX: +81-92-802-2008
<< Office Hours >>
Mon. – Fri., 8:30 a.m. – 5:15 p.m. (Japan time)
E-mail: nyu-inquiry@jimu.kyushu-u.ac.jp
Website: www.kyushu-u.ac.jp

Admissions Timetable

Application Period	January 4 – 23, 2019, 5 p.m. (Japan time)
Preliminary Screening Results Announcement	February 15, 2019, 11 a.m. (Japan time)
Secondary Screening	Late February – Early March
Admission Decision Announcement	March 26, 2019, 11 a.m. (Japan time)
Enrollment Procedure Deadline	April 19, 2019
Start of the Semester	October 1, 2019

Engineering

Application Instructions (Autumn 2019)

The following instructions are for those applying for admission to the International Undergraduate Program in Engineering starting in October 2019. The International Undergraduate Program is a four-year bachelor program, in which all classes, with the exception of Japanese language classes, are taught in English.

1. Programs and October 2019 Intake

The School of Engineering offers four programs for admission, namely Electrical Engineering and Computer Science, Applied Chemistry, Civil Engineering, and Mechanical and Aerospace Engineering. Each program is associated with a different department as is shown below. Only a limited number of students will be admitted to each program.

Note that you can only apply for one undergraduate program for the admission October 2019.

School	Departments	Programs Offered for Admission
Engineering	Electrical Engineering and Computer Science	Electrical Engineering and Computer Science
	Materials Science and Engineering	Applied Chemistry
	Earth Resources, Marine and Civil Engineering	Civil Engineering
	Mechanical and Aerospace Engineering	Mechanical and Aerospace Engineering

2. Admission Policy

The School of Engineering aims to nurture talented people equipped with knowledge of basic sciences (including physics and chemistry), the theory and practice of engineering, and a capacity to appreciate and explain a broad range of issues. The School also strives to enable the students to cultivate their knowledge and sense of ethics, always bearing in mind the importance of the “sustainable development of human civilization.” Moreover, the School strives to foster professionals with a global perspective, and a sense of commitment to the improvement of industrial and scientific technologies.

The International Undergraduate Program invites applicants who:

- Have a deep interest in any of the following fields:
 - Electrical Engineering, Electronics, Communication Engineering, and Computer Science and Engineering (Electrical Engineering and Computer Science)
 - Materials Science and Engineering (Applied Chemistry)
 - Infrastructure design, construction and maintenance, urban planning, and environmental engineering (Civil Engineering)
 - Mechanical and Aerospace Engineering (Mechanical and Aerospace Engineering)
- Are highly motivated to achieve excellence in the aforementioned fields, and want to contribute to their home country and establish themselves in a global society through the systematic study of academic subjects that have been the cornerstones of Japan’s technological development.
- Have a strong sense of responsibility to contribute to the “sustainable development of human civilization” from a global perspective, and want to cultivate inter-culturally sensitive minds.
- Want to improve their foreign language proficiency, and their cross-cultural communication skills to establish themselves in today’s global society.

3. Eligibility

Applicants must meet the following two requirements (1 AND 2.1, 2.2, OR 2.3):

1. Have a nationality other than Japanese.
2. Meet any of the following three conditions:
 - 2.1. Completed or expected to complete 12 years of schooling outside Japan by September 30, 2019^(*1) (or equivalent, as recognized by the Japanese Minister of Education, Culture, Sports, Science and Technology).^(*2)
 - 2.2. Aged 18 or over as of September 30, 2019 who have the International Baccalaureate Diploma/Certificate, the German Abitur, the French Baccalaureate, or General Certificate of Education Advanced Level^(*3) or who have completed a course at an international school that is recognized by the Japanese Minister of Education, Culture, Sports, Science and Technology, and offers its curriculum in Japan, or who are expected to meet any of these conditions by September 30, 2019.
 - 2.3. Aged 18 or over as of September 30, 2019, who are recognized, by the University's *ad hoc* pre-qualification screening, as having an academic level equivalent to or superior to those who have completed 12 years of schooling.^(*4)

*1: You are eligible to apply if you completed your school education outside Japan in less than standard number of years, due to grade skipping and/or early graduation, but the standard duration of schooling as legally stipulated in your country is 12 years or longer. Please direct any inquiries to the Admission Division of the Student Affairs Department at Kyushu University.

*2: Those recognized as having completed or being expected to complete a course equivalent to 12 years of schooling by the Japanese Minister of Education, Culture, Sports, Science and Technology are the following:

- (1) Those aged 18 or over as of September 30, 2019 who have passed a qualification test to determine whether they have academic ability equivalent, or superior, to those who have completed a 12-year school education course in a foreign country or region.
- (2) Those aged 18 or over as of September 30, 2019 who have received education in a country or region where its elementary and secondary education is completed in less than 12 years, and also have completed or are expected to complete a Japanese preparatory course recognized by the Japanese Minister of Education, Culture, Sports, Science and Technology by September 30, 2019.
- (3) Those who have completed or are expected to complete a course that is recognized by the Japanese Minister of Education, Culture, Sports, Science and Technology at an educational institute outside Japan which is equivalent to a high school by September 30, 2019. (Only applies to those who have completed an 11 or more years of school education course in his/her residing country and meet the requirements set by the Japanese Minister of Education, Culture, Sports, Science and Technology.)
- (4) Those aged 18 or over as of September 30, 2019 who have completed or are expected to complete a course at an international school or a foreign educational institute by September 30, 2019, that offers its curriculum in Japan and that is recognized as an equivalent to a high school of the foreign country or region under their educational system by the Japanese Minister of Education, Culture, Sports, Science and Technology.

*3: For details including the subjects and the grades, please contact the Admission Division of the Student Affairs Department at Kyushu University.

*4: For details, see page 16 "Ad Hoc Pre-qualification Screening."

4. Application Procedure

4.1. Application Period

You can only apply for one undergraduate program for the admission October 2019.

Application Period	January 4 – January 23, 2019, 5:00 p.m. (Japan time)
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Please visit the following page to access Kyushu University online application system to take the first step for application.

<http://www.kyushu-u.ac.jp/en/admission/faculty/foreign/foreign10/>

After completing the online application registration as well as the Application Form (downloaded from our website), send the Application Form along with other necessary documents. The application documents **must be received** by the Admission Division of the Student Affairs Department at Kyushu University by 5:00 p.m. on January 23, 2019. Please allow enough time for delivery. No application received outside this period will be considered under any circumstances.

4.2. Application Fee

Applicants	Those who have a foreign nationality only	Those who have Japanese nationality
Application Fee	10,000 yen	17,000 yen
Payment Period	January 4 – January 23, 2019, 5:00 p.m. (Japan time)	

* “Those who have Japanese nationality” indicates the person who has dual nationality including Japanese nationality.

The application fee must be paid after registering your application online by credit card, at a convenience store (only in Japan), through ATM (only in Japan), through internet banking (only in Japan) or a telegraphic transfer. All necessary fees to make the payment must be borne by the remitter. Applications will not be accepted until the proof of payment has been received. Please make sure to complete the payment before posting the application documents.

Payment by Telegraphic Transfer

- All necessary expenses for the telegraphic transfer (commissions and shortages in transferred amount due to fluctuations in exchange rate, etc.) shall be borne by the remitter. Please make sure to pay the exact amount including all necessary fees.
- If you use a payment slip, write “Application Fee” in the space for Purpose of Remittance, as well as your name, nationality, and “TE” (i.e., the alphabetic code for the School of Engineering) in the space for Message to Payee.

Bank	Sumitomo Mitsui Banking Corporation
Branch	Fukuoka Branch
Account Type	Savings Account
Account Number	7119240
Account Holder	Kyushu University
SWIFT Code	SMBC JP JT

Note: In case you do not send your application documents or your application is not accepted for any

reason after you have paid your application fee, the full application fee will be refunded upon your request. For those who have Japanese nationality, if you fail to pass the preliminary screening, 13,000 yen will be refunded upon your request.

4.3. Application Documents

All application forms and documents should be completed in English. **If the documents are in a language other than English or Japanese, a Japanese or English translation must be attached. The translation must be certified by the Japanese Embassy or an education institute such as your high school.**

If you submit the originals of your certificates or transcripts that cannot be reissued, we will return them to you after the screening upon your request. Please attach a note to your application specifying the documents to be returned.

Required Documents (Need to be sent by post)						
1	Application Form	Please download "Application Form" from our website and fill them out by typing or handwriting. Be sure to sign your name in your own handwriting. Send it along with other necessary documents by post. http://www.kyushu-u.ac.jp/en/admission/faculty/foreign/foreign10/				
2	Receipt of Payment of the Application Fee	<u>If you make the payment by telegraphic transfer:</u> Submit a copy of the receipt issued by the bank upon payment of the application fee. Please refer to "4.2. Application Fee" for more details.				
3	Identification Document * Submit either (A) or (B).	(A) For those with a residence status in Japan, submit: * Copies of both sides of your Residence Card (在留カード) or a copy of Residence Certificate (住民票の写し) from a local government office. (B) For all others, submit: * A copy of your passport, including the pages with your name, nationality and photograph. * If you do not have a passport, please submit an official document to certify your nationality.				
4	Official High School Transcripts and Graduation Certificate * Submit any one of (A)-(D).	(A) If you have already graduated from high school, submit: * The original of the transcript with all your high school grades (three/four years); and * The original of your high school graduation certificate or your diploma. (B) If you are still in high school, submit: * The original of the transcript with all your high school grades up to the latest semester; and * The original of an official document stating that you are expected to graduate by September 30, 2019. * Please note that once you are admitted, you will be asked to submit the originals of your complete transcript and your high school graduation certificate or your diploma. (C) If you have the International Baccalaureate, the German Abitur, the French Baccalaureate, or GCE A Level, submit: * The originals of your qualification diploma and your complete transcript. (D) If you have passed the <i>ad hoc</i> pre-qualification screening by Kyushu University, submit: * A copy of the Certificate of Eligibility for Application to Kyushu University and the original of the transcript with all your high school grades. <u>Additional Notes for (A) and (B)</u> (a) If your transcript does not include your rank or GPA, submit the transcript and other official documents from your school stating your academic standing. (b) If you have attended more than one high school, due to transferring or other reasons, submit the original of your transcript for each high school attended. However, if your current/last high school has certified your academic records from your previous school(s) and issues one transcript with all your high school grades (three/four years), just submit the transcript issued by the final school.				
5	English Proficiency: Test Scores or Other Proof of Proficiency * Submit either (A), (B) or (C). * Refer to 4.5.	(A) TOEFL * Submit your "Official Score Report". (Either <u>iBT</u> or <u>PBT</u>) The institution code for Kyushu University: 0411 <u>The minimum score requirement for application is as follows:</u> <u>TOEFL iBT 80 or higher / PBT 550 or higher</u> (B) IELTS * Submit your official IELTS (Academic Module) test report. <u>The minimum overall band requirement for application is as follows:</u> <u>6 or higher</u> (C) Proof of period of study in English * Submit a proof of a period in which study was conducted in English. <u>The minimum period of study is 4 years in secondary education.</u>				
6	Score Report of Standardized Test * Mechanical and Aerospace Engineering applicants: submit (A)	(A) EJU * Submit an official score report (notification/copy) of the following subjects. <table border="1" data-bbox="555 1733 1390 1886"> <tbody> <tr> <td>Mathematics</td> <td>Course 2</td> </tr> <tr> <td>Science</td> <td>Chemistry (Applicants for Applied Chemistry) Chemistry and/or Physics (Applicants for Civil Engineering) Physics (Applicants for Electrical Engineering and Computer Science/ Mechanical and Aerospace Engineering)</td> </tr> </tbody> </table>	Mathematics	Course 2	Science	Chemistry (Applicants for Applied Chemistry) Chemistry and/or Physics (Applicants for Civil Engineering) Physics (Applicants for Electrical Engineering and Computer Science/ Mechanical and Aerospace Engineering)
Mathematics	Course 2					
Science	Chemistry (Applicants for Applied Chemistry) Chemistry and/or Physics (Applicants for Civil Engineering) Physics (Applicants for Electrical Engineering and Computer Science/ Mechanical and Aerospace Engineering)					

and/or (B) * For all other programs, submit (A), (B), (C), and/or (D) * Refer to 4.6.	(B) SAT Subject Tests	
	* Submit an official score report of the following subjects.	
	Mathematics	Level 2
	Science	Chemistry (Applicants for Applied Chemistry) Chemistry and/or Physics (Applicants for Civil Engineering) Physics (Applicants for Electrical Engineering and Computer Science / Mechanical and Aerospace Engineering)
* The College Board Code for Kyushu University: 3135		
(C) GCE A Level		
* Submit an official score report of the following subjects.		
Mathematics	Mathematics	
Science	Chemistry (Applicants for Applied Chemistry) Chemistry and/or Physics (Applicants for Civil Engineering) Physics (Applicants for Electrical Engineering and Computer Science)	
(D) IB Diploma		
Group 4 Sciences	Physics (HL) and/or Computer Science (HL) (Applicants for Electrical Engineering and Computer Science) Chemistry (HL) (Applicants for Applied Chemistry) Chemistry(HL) and/or Physics (HL) (Applicants for Civil Engineering)	
Group 5 Mathematics	Mathematics (HL)	

4.4. Send Application Form and Documents via Registered Mail

Send all the necessary application documents listed above to the address below via a registered courier service such as DHL, FedEx, OCS or EMS to reach us by January 23, 2019. Note that this deadline also applies in the case that you arrange for your test score to be sent directly to Kyushu University from the testing institute. If your results reach us before the application period opens, we will keep them here and add them to your application documents.

- If any of the application documents are insufficient, the application will not be accepted.
- Once we accept your application, you can no longer change the program applied for under any circumstances.
- Once submitted, the application documents will not be returned.
- Do not staple any application documents when mailing them.

Mailing Address:

Admission Division of Student Affairs Department, Kyushu University
744 Motoooka Nishi-ku, Fukuoka 819-0395 Japan

4.5. English Proficiency Test Scores or other Proof

All applicants are required to submit TOEFL, IELTS or Proof of a period in which study was conducted in English

- TOEFL (Test of English as a Foreign Language)
 - Please make sure to take the test and arrange for your score to be sent directly to Kyushu University before the application period begins, and input your TOEFL Registration Number when completing Kyushu University's on-line application.
 - The minimum score requirement for application is as follows:
TOEFL iBT 80 or higher / PBT 550 or higher
 - For detailed information on TOEFL, visit the test's official website at <http://www.ets.org/toefl>
- IELTS (International English Language Testing System)
 - If you input your IELTS Test Report Form (TRF) Number when completing Kyushu

University's on-line application, you are not required to submit the official score report.

- The minimum overall band requirement for application is as follows:
6 or higher
- For detailed information on IELTS, visit the test's official website at <https://www.ielts.org/>

- Proof of a period in which study was conducted in English
 - You will be exempted from submitting a score report of TOEFL/IELTS if you (will) have had education in English for 4 years or longer during your secondary education. In this case, please submit an official document which proves the above.
 - You may use the format available for download on our website.
 - The application will be withdrawn if the submitted document is found to be insufficient due to lack of information, or if the stated period of education in English is shorter than 4 years.

4.6. Score Report of Standardized Tests

Applicants for Electrical Engineering and Computer Science Program, Applied Chemistry Program, and Civil Engineering Program, submit score report(s) of EJU, SAT Subject Tests, GCE A Level, and/or International Baccalaureate (IB) Diploma. Mechanical and Aerospace Engineering applicants, submit score report(s) of EJU and/or SAT Subject Tests.

- EJU (Examination for Japanese University Admission for International Students)
 - Both English and Japanese are acceptable as the language of examination.
 - For details of the Examination, visit the website of the Japan Student Services Organization at <https://www.jasso.go.jp/en/>.
- SAT Subject Test
 - Direct score delivery from the College Board to Kyushu University could take up to one month. It is advisable to order your score report by early December 2018.
 - For further information about SAT, visit the website of the College Board at <https://collegereadiness.collegeboard.org/sat>
- GCE A Level (General Certificate of Education Advanced Level)
 - No additional document is required if you submit your complete transcripts for "4.3. Application Documents - 4 (C)."
- International Baccalaureate (IB) Diploma,
 - No additional document is required if you submit your complete IB transcript and your IB diploma for "4.3. Application Documents - 4 (C)."
 - If you do not yet have your final IB grades, submit the original of the complete predicted grades report with an official seal of your school. Please note that once you are admitted, you will be asked to submit the originals of your IB diploma and final assessment scores. Your admission may be rescinded if you fail to submit your IB diploma or your final grades differ significantly from the predicted grades submitted with application.

5. Screening Process

The University's evaluation process consists of two screenings – preliminary and secondary.

5.1. Preliminary Screening

The preliminary screening is done based on a comprehensive evaluation of the submitted documents.

The application ID numbers of the preliminary screening qualifiers will be posted at <http://www.kyushu-u.ac.jp/en/admission/faculty/foreign/foreign10/>.

【Application ID number】

You can check your application ID number by your on-line registration number in the same page any time after February 15.

Announcement Date	February 15, 2019, 11:00 a.m. (Japan time)
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5.2. Secondary Screening

The applicants who have successfully passed the preliminary screening will proceed to the secondary screening, which consists of a comprehensive evaluation of submitted documents and an interview. Academic questions related to the program for which the applicant has applied, will be asked during the interview.

The secondary screening is scheduled to be held as follows. Please note that the venues are subject to change. Tentative schedule will be announced on our website before the application period begins.

<http://www.kyushu-u.ac.jp/en/admission/faculty/foreign/foreign10/>

Period for the Secondary Screening	Cities, Countries
End of February to Early March 2019	Beijing, China
	Hanoi, Vietnam
	Bangkok, Thailand
	Jakarta, Indonesia
	Seoul, South Korea
	Cairo, Egypt
	Taipei, Taiwan
	Fukuoka, Japan

Please note that the University will not be able to assist you with obtaining a visa and so on in order to attend the secondary screening.

6. Applicants with Disabilities

The University provides consultation for applicants with disabilities who may require special arrangements during the secondary screening or in classes after enrollment. Please contact the Admission Division prior to the application process as soon as possible as it sometimes takes extra time to decide on the arrangements depending on the situation. (Consultation Deadline: December 14, 2018)

Admission Division: nyu-inquiry@jimu.kyushu-u.ac.jp

7. Admission Decision Announcement

The application ID numbers of successful applicants and also the waitlisted applicants will be posted on the announcement date below at <http://www.kyushu-u.ac.jp/en/admission/faculty/foreign/foreign10/>. The result notification will also be mailed on the same day to all successful applicants.

Announcement Date	March 26, 2019, 11:00 a.m. (Japan time)
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8. Enrollment Procedure

Information regarding enrollment will be sent to all successful applicants.

The enrollment fee must be paid during the payment period. Submit the receipt of the payment to make your enrollment official by the enrollment procedure deadline shown below. In case you do not complete the enrollment procedure by the deadline, you will be regarded as withdrawing from admission.

Enrollment Fee	282,000 Yen
Payment Period	March 30 - April 17, 2019, 11:00 p.m. (Japan time)
Enrollment Procedure Deadline	April 19, 2019

Notes:

- The enrollment fee will not be refunded under any circumstances.
- The amount of the enrollment fee is subject to change. Details will be provided with the admission announcement.
- We have an enrollment fee payment deferment system. If you have difficulties paying it during the above period, please contact us.

9. Financial Aid and Other Benefits

Note: The terms of the scholarship and other aids are subject to change without prior notice.

9.1. Exemption of Half the Tuition

You are entitled to receive an exemption of half the tuition for the first year (two semesters) if you hold a foreign nationality only and meet ALL of the following three conditions:

1. You have acquired a qualification to apply for Kyushu University outside Japan.
2. You reside outside Japan at the time of application.
3. You will obtain a new student visa and enter Japan to study at Kyushu University.

Unit (Japanese Yen)

Tuition	Original Amount	After Exemption
1st year (per semester)	267,900	133,950
2nd year on (per semester)	267,900	Students may apply for tuition fee exemption*.

* Kyushu University has a support system for exemption of the whole, half, or quarter of tuition fee. Students can apply for tuition fee exemption each semester after enrollment.

9.2. Kyushu University International Undergraduate Scholarship

Up to ten successful applicants in our undergraduate programs for the October admission (excluding MEXT Scholarship recipients) may receive this scholarship. From the second year on, a maximum of ten students with a GPA of 3.0 or higher from the previous year will receive this scholarship.

(a) Eligibility: You may apply if you hold a foreign nationality only and meet ALL of the following three conditions:

1. You have acquired a qualification to apply for Kyushu University outside Japan.
2. You reside outside Japan at the time of application.
3. You will obtain a new student visa and enter Japan to study at Kyushu University.

(b) Amount of monthly allowance: 60,000 yen per month

(c) How to apply: You can apply by filling out the section for scholarship application in the application form.

9.3. Dormitory

All successful applicants will be guaranteed a room in a university dormitory for the first six months. The students themselves will be responsible for the rent (around 20,000 yen per month).

10. Tuition Fees

Payment of tuition fee should be made by bank transfer from your bank account after admission to Kyushu University. The payments of tuition for Autumn and Spring Semesters are to be made in late October and late April, respectively. Payments have to be made by the deadline set by the University.

【Payment for the First Year】

With the exemption of half the tuition:

Unit (Japanese Yen)

Fees	Original Amount	Amount After Exemption
One time Enrollment Fee (payment period: March 30 – April 17, 2019, 11 p.m., Japan time)	282,000	282,000
Tuition Fee for Autumn 2019	267,900	133,950
Tuition Fee for Spring 2020	267,900	133,950
Total Payment for 2019–2020	817,800	549,900

Without the exemption of half the tuition:

Fees	Original Amount
One time Enrollment Fee (payment period: March 30 – April 17, 2019, 11 p.m., Japan time)	282,000
Tuition Fee for Autumn 2019	267,900
Tuition Fee for Spring 2020	267,900
Total Payment for 2019–2020	817,800

Notes:

- 1 The tuition fee listed above is subject to change without prior notice. New fees will be applied if changed.
- 2 The above fees do not include health insurance, alumni association fee, books, etc.

11. Disclosure of Grades in the Admission Screenings 2019

- (1) We will disclose grades given in the admission screenings 2019 upon request from the applicant him/herself. Overall grades given to you in the preliminary and secondary screenings will be disclosed respectively.
- (2) Documents required to make a disclosure request:
 - a. Grades Disclosure Request Form (available for download during the request period stated below)
<http://www.kyushu-u.ac.jp/en/admission/faculty/foreign/foreign10/>
 - b. Photocopy of your valid ID
- (3) The applicant may make the disclosure request in person at the counter of the Admission Division at Kyushu University. We will accept your request during the period from October 1 to 31, 2019, except on Saturdays, Sundays, and public holidays. (Office hour: 9 a.m. to 5 p.m.)
- (4) Regarding those who live away from, or have some other reasons for not being able to come to Kyushu University, we will accept the request via post as well. Please send all the documents stated above as well as a self-addressed envelope with postal stamps (512 yen stamp if you reside in Japan, and 11 international postal reply coupons for overseas residents) to the address below via registered mail during the request period stated above.

Mailing Address:

Admission Division of Student Affairs Department, Kyushu University
744 Motooka Nishi-ku, Fukuoka 819-0395 Japan

12. Other Important Information

12.1. Additional Remarks about Application

- (a) Once your application is accepted, the application fee will not be refunded.
- (b) E-mail/telephone inquiries regarding screening results will not be answered.
- (c) If there is any wrongdoing or misconduct related to your examination or application documents, your admission will be withdrawn.

12.2. Personal Information

12.2.1. Use of Personal Information

- (a) Personal information provided for your application will be used exclusively for the University's screening process and the following purposes:
 - The names, addresses and other information of successful applicants will be used for enrollment procedures.
 - Test scores and other documents will be used to award scholarships.
- (b) Academic records and other personal information used in the screening process will be retained by the University and used for statistical purposes, but the individual names will not be given.
- (c) Personal information provided for your application will not be used for any other purposes or provided to a third party without your permission, except in cases stipulated in Article 9 of the Law Concerning Preservation of Information Held by Incorporated Administrative Agencies, etc.

12.2.2. Outsourcing

Data processing of the information submitted for your application will be outsourced.

12.3. Visa Application Process

For you to obtain any necessary documents to apply for a student visa, you will be required to submit a bank statement with balance more than enough for you to stay in Japan for 12 months, that is 960,000 yen (80,000 yen x 12). If you are selected as a recipient of a scholarship, you will be required to submit a statement with at least the amount which the scholarship monthly stipend is deducted from 80,000 x 12.

Ex. Scholarship monthly stipend 60,000: $(80,000 - 60,000) \times 12 = 240,000$ yen

12.4 Purchase/preparation of your personal computer

At Kyushu university a laptop computer is considered an essential study tool. For example, such a computer will be used for writing reports, researching study materials, registering for classes, and so on. As a consequence, it is a condition that you should be in possession of such a computer while you are a student at Kyushu University, and you are advised to obtain such a computer before you come to Japan. Note that all Kyushu University students are able to install Microsoft Office and anti-virus software free of charge (subject to the compatibility of the operating system of your computer).

13. Ad Hoc Pre-qualification Screening

(Applicable only to those who qualify for 2.3 in “3. Eligibility”)

(1) Eligibility for Application

1. Those who have graduated, or are expected to graduate, from a foreign educational institute at high school level that offers its curriculum in Japan may apply for *Ad Hoc* Pre-qualification Screening.
2. Also eligible for the pre-qualification screening are those who are objectively verified to have an academic career or a work experience equivalent or superior to that of a high school graduate.

(2) Application Deadline

Applications for the University’s *Ad Hoc* Pre-qualification Screening must be submitted by the due date as shown in the table below.

Application Deadline	November 9, 2018
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(3) Required Documents

【For those who meet “Eligibility for Application 1” stated above】

- (a) Application Form for the *Ad Hoc* Pre-qualification Screening.
- (b) Proof that your school provides a curriculum equivalent to that offered in a 12-year education system.
- (c) Detailed information about the education program and curriculum provided by your school.
- (d) Graduation certificate, diploma from your school, or an official document stating that you are expected to graduate by September 30, 2019.

【For those who meet “Eligibility for Application 2” stated above】

- (a) Application Form for the *Ad Hoc* Pre-qualification Screening.
- (b) Document(s) authorized by a relevant authority to show that you have an educational background or work experience equivalent to or superior to that of a high school graduate.

Please contact the Admission Division of Student Affairs Department, Kyushu University (nyu-inquiry@jimu.kyushu-u.ac.jp) to request the Application Form for the *Ad Hoc* Pre-qualification Screening and to consult about what documents are required for your application as requirements may vary depending on your background.

Send all application documents via registered airmail, such as DHL, FedEx, OCS or EMS to the address below. Please make sure that all necessary documents will reach the university by the due date shown above.

Mailing Address:
Admission Division of Student Affairs Department, Kyushu University
744 Motoooka Nishi-ku, Fukuoka 819-0395 Japan