

**Application Instructions**

**International Undergraduate Program**

**in**

**Bioresource and Bioenvironment**

**Autumn 2020**

# Type B

We have two different types of admissions. (Type A / Type B)

	<b>Admission</b>	<b>Applicants</b>	<b>Quota</b>	<b>Schedule</b>
<b>Quota: 10 in total</b>	Type A	Students who take the Japanese University Entrance Examinations	Limited	Application: January First Screening : February
	Type B	Students who have or will have graduated from a high school located outside Japan or an international/foreign school located in Japan	Limited	Second Screening : February - March

**Kyushu University**

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### < Contact Information >

Admission Division of Student Affairs Department  
Kyushu University  
744 Motoooka Nishi-ku Fukuoka 819-0395  
FAX: +81-92-802-2008  
<< Office Hours >>  
Mon. – Fri., 9:00 a.m. – 5:00p.m. (Japan time)  
E-mail: [nyu-inquiry@jimu.kyushu-u.ac.jp](mailto:nyu-inquiry@jimu.kyushu-u.ac.jp)  
Website: [www.kyushu-u.ac.jp](http://www.kyushu-u.ac.jp)

## Admissions Timetable

Application Period	January 6–21, 2020, 5 p.m. (Japan time)
First Screening Results Announcement	February 14, 2020, 11 a.m. (Japan time)
Second Screening	Late February – Early March
Admission Decision Announcement	March 26, 2020, 11 a.m. (Japan time)
Enrollment Procedure Deadline	April 17, 2020
Start of the Semester	October 1, 2020

# Bioresource and Bioenvironment

## Application Instructions (Autumn 2020)

The following instructions are for those applying for admission to the International Undergraduate Program in Bioresource and Bioenvironment starting in October 2020. We have two different types of admissions. (Type A / Type B). This application instruction document is for those who are going to apply under the admission type B. 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. October 2020 Intake

Approximately 10 students in total

Admission	Applicants	Quota	Schedule
Type A	Students who take the Japanese University Entrance Examinations	Limited	Application: January First Screening : February
Type B	Students who have or will have graduated from a high school located outside Japan or an international/foreign school located in Japan	Limited	Second Screening : February - March

### 2. Admission Policy

In the Department of Bioresource and Bioenvironment, we strive to provide our students with extensive scientific knowledge in bioresource, bioenvironment, biotechnology, and food science to enable them to acquire global expertise and skill in these advanced technologies, whilst also developing as well-balanced human beings.

The Department invites applicants who:

- Have a deep interest in scientific fields such as bioresource, bioenvironment, biotechnology, and food science and are highly motivated to pursue their careers in such fields.
- Show interest in a broad range of fields, as the study of bioresource and bioenvironment encompasses natural as well as social sciences as both basic and applied subjects, and as such, requires interdisciplinary knowledge.
- Are highly motivated to improve their communication skills and acquire a global perspective. In this age of globalization, the students are expected to develop high-level foreign language proficiency, particularly in English, and to be prepared for leadership roles in a global society.

### 3. Eligibility

Applicants must meet one of the following requirements:

1. Completed or expected to complete 12 years of schooling outside Japan by September 30, 2020<sup>(\*)1</sup> (or equivalent, as recognized by the Japanese Minister of Education, Culture, Sports, Science and Technology).<sup>(\*)2</sup>
2. Those who have, or who are expected to have by September 30, 2020, the International Baccalaureate Diploma/Certificate, the German Abitur, the French Baccalaureate, or General Certificate of Education Advanced Level;<sup>(\*)3</sup> or who have completed a course at an international school that is recognized by the Japanese Minister of Education, Culture, Sports, Science and Technology, which offers its curriculum in Japan,.
3. Aged 18 or over as of September 30, 2020 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.<sup>(\*)4</sup>

\*1: You are eligible to apply if you completed your school education outside Japan in less than 12 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, 2020 who have passed a qualification test by September 30, 2020 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 who by September 30, 2020 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.
- (3) Those who by September 30, 2020 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. (Only applies to those who have completed a course of 11 or more years of school education in his/her residing country and meet the requirements set by the Japanese Minister of Education, Culture, Sports, Science and Technology.)
- (4) Those who have completed or are expected to complete by September 30, 2020 a course at an international school or a foreign educational institute 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 required, please contact the Admission Division of the Student Affairs Department at Kyushu University.

\*4: For details, see page 14 "Ad Hoc Pre-qualification Screening."

## 4. Application Procedure

### 4.1. Application Period

You can only apply for one undergraduate program for the October 2020 admission.

Application Period	January 6- January 21, 2020, 5:00 p.m. (Japan time)
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Please visit the following page to access the Kyushu University online application system to take the first step in the application process:

<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 the 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 21<sup>st</sup> January 2020. 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 only a foreign nationality	Those who have Japanese nationality*
Application Fee	10,000 yen	17,000 yen
Payment Period	January 6- January 21, 2020, 5:00 p.m. (Japan time)	

\*Japanese nationality includes individuals who have dual nationality with Japanese as one of their nationalities.

The application fee must be paid after registering your application online either by credit card, at a convenience store (only in Japan), through an ATM (only in Japan), through internet banking (only in Japan) or by 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 "AG" (i.e. the alphabetic code for the Bioresource and Bioenvironment Program) 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 first 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 educational institution 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.

We recommend that you submit certified true copies issued by the school you attend or a notary office. You might be required to submit the original documents when necessary.

No uncertified photo copies will be accepted. (Except your passport)

All applicants must take a standardized test (see table for the list of acceptable tests). No application is accepted without the score report of a standardized test.

### 4.4. Send Application Form and Documents via Registered Mail

Send all the necessary application documents listed in the table of “Required Documents” to the mailing address below, via registered airmail such as DHL, FedEx, OCS, or EMS to reach us by January 21, 2020. In case you order your test score to be sent directly to Kyushu University from the testing institution your score needs to reach us by the deadline of the application period. If it reaches us before the application period opens, we will keep it here and add it to your application documents.

- If any of the application documents are incomplete, your 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.

**Mailing Address:**

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

Required Documents (Must be sent by post)	
1	Application Form Please download “Application Form” from our website and fill it out by typing or handwriting. Be sure to sign your name in your own handwriting. Send it along with other necessary documents by post. <a href="http://www.kyushu-u.ac.jp/en/admission/faculty/foreign/foreign10/">http://www.kyushu-u.ac.jp/en/admission/faculty/foreign/foreign10/</a>
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 residence status in Japan, submit: * Copies of both sides of your Residence Card (在留カード) or a copy of your Residence Certificate (住民票の写し) from a local government office.

		<p>(B) For all others, please submit:</p> <ul style="list-style-type: none"> <li>* A copy of your passport, including the pages with your name, nationality and photograph.</li> <li>* If you do not have a passport, please submit an official document to certify your nationality.</li> <li>* If you have dual citizenship, please submit any of the passports you have.</li> </ul>																
4	<p>Official High School Transcripts and Graduation Certificate</p> <p>* Submit any one of (A)-(D).</p>	<p>(A) If you have already graduated from high school, submit:</p> <ul style="list-style-type: none"> <li>* The original of the transcript with all your high school grades (three/four years); and</li> <li>* The original of your high school graduation certificate or your diploma.</li> </ul> <p>(B) If you are still in high school, submit:</p> <ul style="list-style-type: none"> <li>* The original of the transcript with all your high school grades up to the latest semester; and</li> <li>* The original of an official document stating that you are expected to graduate by September 30, 2020.</li> <li>* 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.</li> </ul> <p>(C) If you have the International Baccalaureate, the German Abitur, the French Baccalaureate, or GCE A-Level, submit:</p> <ul style="list-style-type: none"> <li>* The originals of your qualification diploma and your transcript.</li> </ul> <p>(D) If you have passed the <i>ad hoc</i> pre-qualification screening by Kyushu University, submit:</p> <ul style="list-style-type: none"> <li>* A copy of the Certificate of Eligibility for Application to Kyushu University and the original of the transcript with all your high school grades.</li> </ul> <p><u>Additional Notes for (A) and (B)</u></p> <p>(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.</p> <p>(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.</p>																
5	<p>Score Report of Standardized Test</p> <p>* Submit any one of (A)-(E).</p> <p>( Note ) Applications without your score report won't be accepted.</p>	<p>(A) For those who have taken the Examination for Japanese University Admission for International Students (EJU), submit:</p> <ul style="list-style-type: none"> <li>* An official score report (notification/copy) of the following subjects.</li> </ul> <table border="1"> <tr> <td>Mathematics</td> <td>Course 2</td> </tr> <tr> <td>Science</td> <td>Select two subjects from Physics, Chemistry and Biology</td> </tr> </table> <ul style="list-style-type: none"> <li>* Both English and Japanese are acceptable as the language of examination.</li> <li>* For details of the Examination, visit the website of the Japan Student Services Organization at <a href="http://www.jasso.go.jp/index_e.html">www.jasso.go.jp/index_e.html</a>.</li> </ul> <p>(B) For those who have taken SAT Subject Tests, submit:</p> <ul style="list-style-type: none"> <li>* An official score report of the following subjects.</li> </ul> <table border="1"> <tr> <td>Mathematics</td> <td>Level 1 or 2 (Either will do)</td> </tr> <tr> <td>Science</td> <td>Select two subjects from Biology (Either E or M will do), Physics, and Chemistry.</td> </tr> </table> <ul style="list-style-type: none"> <li>* The College Board Code for Kyushu University: <b>3135</b></li> <li>* For further information about SAT, visit the website of the College Board at <a href="http://sat.collegeboard.com/home">sat.collegeboard.com/home</a>.</li> </ul> <p>(C) For those who have taken GCE A/AS Level, submit:</p> <ul style="list-style-type: none"> <li>* An official score report of two subjects – 1 subject from Group A and 1 subject from Group B.</li> </ul> <table border="1"> <tr> <td>Group A</td> <td>Mathematics, Physics</td> </tr> <tr> <td>Group B</td> <td>Chemistry, Biology</td> </tr> </table> <ul style="list-style-type: none"> <li>* The score report of IAL-A/AS Level is also accepted instead of GCE-A/AS Level.</li> <li>* No additional document is required if you are submitting your complete GCE transcripts for "4.3. Application Documents - 4 (C)."</li> <li>* If you do not yet have your final score report, you can submit predicted grades from the school.</li> </ul> <p>(D) For those who have taken College Scholastic Ability Test (CSAT) of South Korea submit:</p> <ul style="list-style-type: none"> <li>* An official score report of Mathematics and Science (two from three subjects indicated below).</li> </ul> <table border="1"> <tr> <td>Mathematics</td> <td>Mathematics</td> </tr> <tr> <td>Science</td> <td>Select two subjects from Physics, Chemistry, and Biology</td> </tr> </table> <p>(E) For those who have or are expected to have the International Baccalaureate (IB) Diploma, submit:</p> <ul style="list-style-type: none"> <li>* An official score report of your IB final assessment. The grades of Group 4 (Sciences) and Group 5 (Mathematics) will be used for the screening.</li> </ul>	Mathematics	Course 2	Science	Select two subjects from Physics, Chemistry and Biology	Mathematics	Level 1 or 2 (Either will do)	Science	Select two subjects from Biology (Either E or M will do), Physics, and Chemistry.	Group A	Mathematics, Physics	Group B	Chemistry, Biology	Mathematics	Mathematics	Science	Select two subjects from Physics, Chemistry, and Biology
Mathematics	Course 2																	
Science	Select two subjects from Physics, Chemistry and Biology																	
Mathematics	Level 1 or 2 (Either will do)																	
Science	Select two subjects from Biology (Either E or M will do), Physics, and Chemistry.																	
Group A	Mathematics, Physics																	
Group B	Chemistry, Biology																	
Mathematics	Mathematics																	
Science	Select two subjects from Physics, Chemistry, and Biology																	



		<p>* No additional document is required if you are submitting your complete IB transcript and your IB diploma for “4.3. Application Documents - 4 (C).”</p> <p>* 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.</p>
6	<p>Test scores of English Proficiency Test (Score reports whose test dates are prior to January 2018 are not valid.)</p> <p>* Submit any one of (A)-(D), if the submission of English test score is mandatory.</p>	<p>Mandatory <b>only</b> for those listed below:</p> <p>(1) Those submitting the scores of EJU or CSAT of South Korea.</p> <p>(2) Those submitting the scores of International Baccalaureate taken in French or Spanish. For all others, submission of English proficiency test score is optional.</p> <p>(A) TOEFL (Test of English as a Foreign Language)</p> <p>* Submit your “ <b>Institutional score report or Test Taker Score Report</b>”. (Either <u>iBT</u> or <u>PBT</u>) The institution code for Kyushu University: <b>0411</b> <b><u>Please make sure to take the test, order your score to be directly sent to Kyushu University before the application period begins and input your TOEFL Registration Number when registering Kyushu University on-line application.</u></b></p> <p>* For detailed information on TOEFL, visit the test’s official website at <a href="http://www.toefl.org/">www.toefl.org/</a>.</p> <p>* Kyushu University only accepts TOEFL iBT® scores from a single test date, not MyBest™ scores.</p> <p>(B) TOEIC (Test of English for International Communication) Listening and Reading Test</p> <p>* Submit your official TOEIC score certificate.</p> <p>* For detailed information on TOEIC, visit the test’s official website at <a href="http://toeic.or.jp/toeic_en/">toeic.or.jp/toeic_en/</a>.</p> <p>(C) IELTS (International English Language Testing System)</p> <p>* Submit your official IELTS (Academic Module) test report. If you input your IELTS Test Report Form (TRF) Number when registering Kyushu University on-line application, you are not required to submit the official score report.</p> <p>* For detailed information on IELTS, visit the test’s official website at <a href="http://www.ielts.org/">www.ielts.org/</a>.</p> <p>(D) Cambridge ESOL Examinations</p> <p>* Submit your official Cambridge ESOL Examination (FCE, CAE or CPE) certificate or your official statement of results.</p> <p>* For detailed information on Cambridge ESOL Examinations, visit the test’s official website at <a href="http://cambridgeesol.org/">cambridgeesol.org/</a>.</p>

## 5. Screening Process

The University’s evaluation process consists of two screenings – first and second.

### 5.1. First Screening

The first screening is done based on a comprehensive evaluation of the submitted documents. The application ID numbers of the first 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 using your on-line registration number on the same page any time after February 14.

Announcement Date	February 14, 2020, 11:00 a.m. (Japan time)
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### 5.2. Second Screening

The applicants who have successfully passed the first screening will proceed to the second screening, which consists of a comprehensive evaluation of submitted documents and an interview.

In principle, interviews will be held in countries where applicants reside during the period shown below.

In cases where we cannot conduct on-site interviews, we will arrange telephone, remote conference system, or other communication devices to interview qualified candidates.

Country	Interview Location	Interview Period (Estimated)
Japan	Fukuoka	February 26 to 28, 2020
China	Beijing	March 1, 2020
Vietnam	Hanoi	March 10, 2020
Other than above	In countries where applicants reside	February 18 to March 11, 2020

**Details of the second screening will be provided after the first screening.**

## 6. Applicants with Disabilities

The University provides consultation for applicants with disabilities who may require special arrangements during the second screening or in classes after enrollment. Please contact the Admission Division as soon as possible prior to the application process as it sometimes takes extra time to decide on the arrangements required depending on the situation. (Consultation Deadline: December 13, 2019)

Admission Division: [nyu-inquiry@jimu.kyushu-u.ac.jp](mailto:nyu-inquiry@jimu.kyushu-u.ac.jp)

## 7. Admission Decision Announcement

The application ID numbers of successful applicants will be posted on the 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, 2020, 11:00 a.m. (Japan time)
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## 8. Enrollment Procedure

Information regarding enrollment will be sent to all successful applicants after the second screening.

The enrollment fee must be paid during the payment period. Submit the receipt for 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 15, 2020, 11:00 p.m. (Japan time)
Enrollment Procedure Deadline	April 17, 2020

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 difficulty paying it during the above period, please contact us.

## 9. Financial Aid and Other Benefits

Note: The terms of the scholarship and other aid 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 onwards (per semester)	267,900	It will be changed by application* .

\* Kyushu University has a support system for exemption of either the whole, half, or quarter of the tuition fee for one semester, and students can apply for exemption after enrollment.

### 9.2. JAPANESE GOVERNMENT (MEXT) SCHOLARSHIP

For those who plan to apply for the school of Engineering and International Undergraduate Program in Bioresource and Bioenvironment.

- (a) Eligibility: A few successful applicants with outstanding screening results are eligible to apply.
- (b) Duration, amount of monthly allowance and other benefits:
  - Four years with 119,000 yen per month
  - Exemption from the enrollment fee and the tuition fee (for four years)
  - Airline tickets are provided for you to come to Japan for enrollment and to go back to your country after graduation.
- (c) Kyushu University will select a few out of all successful applicants and recommend them to the MEXT after contacting them individually.

MEXT Scholarship will be granted to a few successful applicants. For details, please refer to the following page.

[http://www.mext.go.jp/component/a\\_menu/education/detail/\\_icsFiles/afeldfile/2017/04/21/1384516\\_02.pdf](http://www.mext.go.jp/component/a_menu/education/detail/_icsFiles/afeldfile/2017/04/21/1384516_02.pdf)

### 9.3. Kyushu University International Undergraduate Scholarship

Up to 10 successful applicants in our undergraduate programs for the October admission (excluding MEXT Scholarship recipients) may receive this scholarship. From the second year onwards, a maximum of 10 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 (applicants with dual nationality that includes Japanese as one of their nationalities are not eligible) 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.

### 9.4. Dormitory

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

## 10. Tuition Fees

Payment of the tuition fee should be made by bank transfer from your bank account after admission to Kyushu University. The payments of tuition for the Autumn and the 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 15, 2020, 11 p.m., Japan time)	282,000	282,000
Tuition Fee for the Autumn Semester 2020	267,900	133,950
Tuition Fee for the Spring Semester 2021	267,900	133,950
Total Payment for 2020–2021	817,800	549,900

Without the exemption of half the tuition:

Fees	Original Amount
One time Enrollment Fee (payment period: March 30 – April 15, 2020, 11 p.m., Japan time)	282,000
Tuition Fee for the Autumn Semester 2020	267,900
Tuition Fee for the Spring Semester 2021	267,900
Total Payment for 2020–2021	817,800

Notes:

- ① The tuition fees listed above are 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 2020

- (1) We will disclose grades given in the admission screenings 2020 upon request from the applicant him/herself. Overall grades given to you in the first and second 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 30, 2020, except on Saturdays, Sundays, and public holidays. (Office hours: 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 (522 yen stamp if you reside in Japan, and 11 international 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 Applications

- (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.
- (d) Please read the following page to learn about the privacy policy of Kyushu University.  
<http://www.kyushu-u.ac.jp/en/website/privacypolicy/>

#### 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 sufficient balance for you to stay in Japan for 12 months, which is 960,000 yen (80,000 yen x 12).

### **12.4 Purchase/preparation of your personal computer**

In university life, a personal computer is an essential tool for study, writing reports, researching background material, registering for classes and so on. You need to prepare a personal computer before you come to Japan.

Once enrolled all students are allowed to install and use free of charge Microsoft Office and anti-virus software for Microsoft Windows or Apple OS provided by Kyushu University.

## 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.

Due Date	November 8, 2019
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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, 2020.

【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](mailto: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