













Application Guidelines for Undergraduate Admissions

For September **2024** International Enrollment
Faculty of Engineering



KYOTO UNIVERSITY of ADVANCED SCIENCE

Table of Contents

 Admissions Policy	1
.....	
 Application Timelines	2
.....	
 Application Eligibility	3
.....	
 Apply Online	6
.....	
 Application Fee	7
.....	
 Required Documents	8
.....	
 Online Interview	11
.....	
 Scholarships	12
.....	
 Enrollment Procedures	13
.....	
 Student Accommodations	15
.....	
 Student Visa	16
.....	
 Privacy Policy	17
.....	

Admissions Policy

One of the founding principles of Kyoto University of Advanced Science (KUAS) is that education should foster “first-class graduates capable of identifying and resolving issues critical to leading society into the future.” To this end, KUAS seeks applicants who understand the scope of subjects taught by the Faculty or Department of their choice and who desire to deepen their knowledge, further their skills, and acquire the education necessary to make positive contributions to global society. In particular, applicants should:

- 1** have already acquired the basic knowledge and skills necessary for their university studies, at high school or an equivalent institution;
- 2** be able to consider, critically evaluate, and express their opinions on topics related to disciplines such as science, culture, society, nature, and health;
- 3** possess a strong interest in education and technology as well as a desire to learn independently;
- 4** be capable of working with people of diverse backgrounds to acquire new knowledge and skills; and
- 5** desire to acquire an international education and to improve their linguistic skills in English, among other languages.

The Faculty of Engineering seeks applicants who feel motivated by our mission and objectives. Applicants are expected to have a comprehensive understanding of mathematics and physics at the high school level, the ability to think about those subjects logically, and to have basic English communication skills. In particular, applicants should:

- 1** already possess the basic knowledge and skills required to study engineering at the university level;
- 2** be able to consider, evaluate, and express their opinions on topics related to engineering;
- 3** be highly motivated to develop critical thinking skills, and possess a strong interest in engineering;
- 4** be able to work with people from diverse backgrounds, and tackle complicated issues across multiple disciplines; and
- 5** desire to improve their language abilities, and to function as a global citizen.

Early Entry

Online applications open:	October 2, 2023
Online applications close:	October 27, 2023
Interviews (for applicants who are asked):	Mid November to early December, 2023
Offers and scholarship results released:	December 27, 2023
Final offer acceptance deadline:	January 19, 2024

Regular Entry

Online applications open:	December 1, 2023
Online applications close:	January 12, 2024
Interviews (for applicants who are asked):	Late January to mid February, 2024
Offers and scholarship results released:	March 19, 2024
Final offer acceptance deadline:	April 5, 2024

Final Entry

Online applications open:	February 5, 2024
Online applications close:	March 8, 2024
Interviews (for applicants who are asked):	Mid March to early April, 2024
Offers and scholarship results released:	April 26, 2024
Final offer acceptance deadline:	May 17, 2024

The International Admissions Office is closed from December 29, 2023 until January 4, 2024.

*Applicants who are not sure if they meet our academic requirements (see Page 3 for details) and think that they require individual eligibility screening should contact the International Admissions Office two weeks before their desired Entry Period begins.

*Applicants can only apply for one of the three application periods indicated above.

*All dates are stated in Japan Standard Time.

Application Eligibility

Applicants MUST fulfill all of the following requirements outlined in sections a) and b):

a) Academic Requirements:

Applicants must possess or expect to possess academic qualifications which meet the following criteria by the time of their enrollment to KUAS:

1) Applicants must satisfy at least one of the following criteria:

- **Completed a 12-year standard school education.**
- **Obtained an International Baccalaureate Diploma, Abitur, Baccalaureate Diploma, or GCE A level.**
- **Completed a 12-year education at an educational institution in Japan accredited by an international evaluating organization (WASC, ACSI, CIS, NEASC).**
- **Completed an educational program of 11 years or longer at an overseas school which has been recognized as meeting the requirements of the Minister of Education, Culture, Sports, Science and Technology of Japan.**
- **Completed an education at an overseas school recognized as equivalent to a Japanese senior high school.*¹**
- **Completed a program at a school for international students in Japan recognized as equivalent to an overseas high school or upper secondary school by the Minister of Education, Culture, Sports, Science and Technology of Japan.*¹**
- **Passed a high school equivalency exam outside Japan that certifies the academic ability to complete a program at an overseas high school or upper secondary school.*¹**
- **Be at least 18 years of age and passed an equivalency exam that certifies the academic ability to complete a 12-year standard school education (including those who passed the examination of the Certificate for Students Achieving the Proficiency Level of Upper Secondary School Graduates).**
- **Completed a program at an overseas Japanese school that is recognized as equivalent to a Japanese senior high school by the Minister of Education, Culture, Sports, Science and Technology of Japan.**
- **Completed an advanced course of study at a specialized training college designated by the Minister of Education, Culture, Sports, Science and Technology of Japan.**
- **Be personally certified by the Minister of Education, Culture, Sports, Science and Technology of Japan as meeting requirements.**
- **Be at least 18 years old and recognized through individual eligibility screening for admission to KUAS.*²**

The above criteria are established based on the academic requirements stipulated by Japanese education laws.

*¹ Applicants from a country where the standard education curriculum is less than 12 years are required to complete a university preparatory course designated by the Minister of Education, Culture, Sports, Science and Technology of Japan before enrollment.

*² Please contact the International Admissions Office (admission@kuas.ac.jp) at least two weeks before the Entry Period which you intend to apply to opens.

Individual eligibility screening:

Requests for individual eligibility screening cannot be accepted after an Entry Period begins. Please ensure that you contact the International Admissions Office at least two weeks prior to the application start date.

After you contact the International Admissions Office, you will be provided with details about what documents and information you need to submit for individual eligibility screening. You will be asked to submit your graduation certificates, academic transcripts, syllabuses, etc. These documents and information must be submitted within two weeks of receiving instructions from the International Admissions Office. The International Admissions Office cannot accept documents and information submitted later than two weeks from the date instructions are given.

2) Applicants must have a comprehensive understanding of a majority of the following mathematics and physics-related fields equivalent to a high school/upper secondary school level.

Mathematics	Algebra, Geometry, Pre-calculus, Statistics
Physics	Force and Motion, Waves, Electricity and Magnetism, Atoms

*If you are not sure whether your study areas meet the requirements, please contact the International Admissions Office.

*Please contact the International Admissions Office if you can certify that you have a high school-level understanding of these subjects, even if you have not taken them at school.

*All documents required to provide proof of the above-mentioned competencies must be submitted before enrolling at KUAS.

*If you have other educational qualifications, please consult the International Admissions Office before applying.

*For more details, please contact the International Admissions Office before sending an application.

Enrollment: September 2024

b) English Language Requirements:

Applicants must meet the minimum scores stated in the table below to satisfy KUAS' English language requirements. At KUAS' Faculty of Engineering, English is the language of instruction. The Faculty does not offer an English as a Second Language (ESL) program. Therefore, all applicants must prove that they can thrive in an English academic environment before enrollment.

KUAS accepts the following English proficiency test scores. English test score reports must be sent to KUAS directly by the testing institution.

Test	Minimum Score
● Test of English as a Foreign Language (TOEFL)	Internet-based (iBT): 75
● International English Language Testing System (IELTS)	Academic overall band score: 5.5
● Pearson Test of English (PTE)	Academic: 50
● Duolingo English Test	Total: 105

*KUAS also accepts TOEFL iBT Home Edition and IELTS Indicator.

TOEFL iBT / TOEFL iBT Home Edition

KUAS accepts MyBest™ scores in addition to TOEFL iBT and TOEFL iBT Home Edition scores from a single test date. For further information, visit www.toefl.org.

IELTS / IELTS Indicator

For information about IELTS tests and registration procedures, contact the IELTS Office, University of Cambridge Local Examination Syndicate at www.ielts.org.

PTE

For information about the Pearson Test of English, visit www.pearsonpte.com.

Duolingo English Test

For information about the Duolingo English Test, visit <https://englishtest.duolingo.com/en>.

*If an applicant is unable to take these tests in their region or country, we ask that they consult with the International Admissions Office immediately.

English Language Requirement Exemptions

a) Applicants who may qualify for an exemption from the English language requirements:

- Applicants who have spent the last three years of their formal education studying in English in the following countries. (A total of three years of English education must be completed by the time the applicant enrolls at KUAS).

U.S., Australia, New Zealand, Singapore, Ireland, the United Kingdom (England, Scotland, Northern Ireland, Wales), or Canada (excluding Quebec)

- Applicants who have obtained an International Baccalaureate (IB) Diploma in English by the time of their enrollment in KUAS.

b) Applicants who may apply for a waiver of the English language requirements:

- Applicants who completed the last three years of their formal education in English in a country other than the above-mentioned countries. (A total of three years of English education must be completed by the time the applicant enrolls at KUAS).

*Applicants who do not fall under any of the above descriptions must submit English language test scores.

Applying for an English Waiver

Applicants who wish to apply for an English proficiency waiver must:

- Request an English proficiency waiver on their TAO application.
- Upload an English ability evaluation letter from one of their teachers to their TAO application. This teacher must have taught the applicant as part of their formal education within the last three years.

The evaluation letter must include:

1. An appraisal of the applicant's English language skills
2. What language the applicant's school curriculum was taught in and for how long
3. The teacher's signature
4. The letterhead of the applicant's school, if available

If the student has been enrolled in multiple schools, a letter from each school must be submitted to prove that the student has spent at least the last three years studying in English.

*Please remember that applicants may be asked to take an interview in which several teachers will verify their English language abilities. If your English proficiency is judged to be insufficient by our admissions panel, you may be disqualified from receiving an exemption or a waiver.

Apply Online

- 1** We request that all applicants apply through our Online Application System called The Admissions Office (TAO). Please go to the “Admission & Aid” page on our website and click the “Apply” button in the Undergraduate section to submit your application. If you do not have access to the internet, please contact the International Admissions Office.
- 2** All documents must be submitted online through TAO unless otherwise indicated.
- 3** Documents marked with ♦ on Page 8, 9 and 10 must be sent to KUAS by physical mail **if requested by the International Admissions Office**. Documents sent by physical mail must be originals. Unofficial copies are not acceptable, but if you are not able to send an original copy, please contact the International Admissions Office. Specific instructions will be given to applicants at a later date (if applicable).

NOTE:

- 01* All required documents, as well as payment of the application fee, must be received by the online application closing date. No application will be accepted under any circumstances if procedures or documents remain incomplete or if errors remain uncorrected on the day of the deadline.
- 02* If you do not receive an automated confirmation email from TAO within one day acknowledging that your application has been received, please contact the International Admissions Office immediately.
- 03* Please check your email and your TAO messages regularly, as all notifications will be sent to you electronically. (Please ensure that message notifications from TAO are not being marked as junk mail).
- 04* Falsifying any information in applications or related documents may result in rejection/dismissal from KUAS.

Application Fee

The application fee is 5,000 JPY (non-refundable).

I International Payments

In the case of international payments, the application fee is payable with a credit/debit card or other international payment options available through *Flywire*. Please complete the payment by selecting *Flywire* at the time of payment. KUAS utilizes *Flywire* for the processing of our international students' school fees. *Flywire* allows for payment from most banks, offers competitive exchange rates, and provides 24-hour user support.

If you are from one of the countries indicated below, please pay careful attention to the following information.

China: An invoice issued by KUAS will be required if you choose to pay using an international bank wire. Please contact us for the issuance of an invoice.

Vietnam: An invoice issued by KUAS will be required if you choose to pay using an international bank wire. Please contact us for the issuance of an invoice.

In some countries, some international payment options, including credit/debit cards, are not available. Please select one of the payment methods available in your region according to the options displayed on *Flywire*.

I Domestic Payments

In the case of domestic payments, the application fee should be paid through the *SB Payment Service*. The *SB Payment Service* allows for payment by credit card. Please complete the payment by selecting the *SB Payment Service* at the time of payment. Domestic payment cannot be made through *Flywire*.

NOTE:

*The application fee **will not be waived or refunded** under any circumstances.

*The Application fee payment **must** be processed and completed by 23:59 Japan Standard Time on your designated online application closing date. Please ensure that you make your payment well in advance to allow for sufficient processing time. Especially in cases of bank transfer, payments take several days to process. (Refer to Page 2 to check which online application closing date applies to you).

*All charges involved in payment transactions (bank transfer fees, bank commissions, remittance fees, etc.) must be paid by the applicant.

Required Documents

All applicants **MUST** submit the following documents:

► Photograph

Required file type: JPEG (JPG)

Please upload your photo through TAO. Your photo must be taken within the last three months, showing a portrait (front) view above the chest against a plain background. No caps or hats are allowed.

► Passport copy

Required file type: PDF / JPEG (JPG)

Please scan or photocopy the photo ID page of your passport and upload it to your TAO application for identification purposes. The scanned copy must be in color and clearly show your photo, name, and passport number. Applicants who do not have a valid passport should submit a photocopy of another form of government-issued photo ID. Applicants with neither of these forms of ID are still eligible to apply. However, they will be required to submit a passport photocopy before enrollment.

► Residence card copy (only for applicants who have a valid Japanese residential status)

Required file type: PDF / JPEG (JPG)

If you are a resident of Japan, please upload a copy of your residence card to your TAO application. The scanned copy must be in color and include both sides of the card.

► Application essay (300 words minimum, 350 words maximum*)

Required file type: PDF

Please write one short essay in English that includes the following three topics:

1. Why do you want to study at KUAS, and what do you want to learn while you are there?
2. What makes you qualified to study at KUAS?
3. How do you want to use what you will learn at KUAS in the future?

There are no specific requirements for the essay's formatting, spacing, etc.

*Essays that go over the maximum word count will not be scored.

► Official academic transcript(s) for the last two years ◆

(If not in English, a certified English translation is required)

Required file type: PDF

Please upload your official transcripts (along with a certified English translation if needed) to your application on TAO.

- Applicants who have not yet graduated from high school should submit their academic transcripts for their two most recently completed* years of high school.

*e.g., if you are in your third year of high school, you should submit your transcripts from your first and second years.

- Applicants who have already graduated from high school are required to submit their complete and final high school transcripts with their application.
- Applicants who have completed less than two years of their university education should submit all university course transcripts up to their most recent semester as well as their complete high school transcripts.
- Applicants who have completed more than two years of their university education should submit all university course transcripts up to their most recent semester. (High school transcripts are not required).
- Applicants who have already graduated from university are required to submit their complete and final university transcripts with their application.

Transcripts must include all courses, credits, grades, and term information along with details about your school's grade scale (e.g., 90-100 = A, 80-90 = B, etc.) unless you submit a KUAS Standardized Certificate of (Expected) Graduation Form which describes/explains your school's grade scale.

All successful applicants who intend to enroll at KUAS will be required to submit their complete and final high school transcripts before they enroll in KUAS.

► Certificates of (expected) graduation ◆

(If not in English, a certified English translation is required)

Required file type: PDF

The KUAS Standardized Certificate of (Expected) Graduation Form is available from our website. Please download this form and ask your school, etc. to use it to create your Certificate of (Expected) Graduation. If it is not possible for your academic institution to prepare this kind of certificate using our form, their certificates may also be accepted.

Please upload your certificates and certified English translation if needed through TAO.

Applicants will be required to submit their certificate of graduation at their time of enrollment.

Note: In general, a “Certificate of Graduation” is a document that proves when you graduated from school (it should have your graduation date written on it). A “Certificate of Expected Graduation” proves that you will be a graduate of school (it should have your expected date of graduation written on it).

► Evidence of English language proficiency (TOEFL iBT/IELTS/PTE/Duolingo)

Applicants whose native language is not English are required to provide proof of their English proficiency. Please submit a valid score* from one of KUAS’ accepted standardized tests. Please refer to Page 4 and 5 for details about each test and applying for exemption.

● TOEFL iBT, PTE, and Duolingo English Test

These test scores must be sent directly from their respective testing agency. Applicants cannot upload the results of these tests to TAO nor email them to KUAS. Applicants must contact the testing agency and request that their scores be sent directly to KUAS (or register on the testing agency’s website or perform the appropriate online registration if required).

-For TOEFL iBT, KUAS’ institution code is **C468**.

Test results may take an extended period of time to arrive at KUAS, so please send them well in advance. Therefore, we highly recommend that you take these tests well in advance.

● IELTS

Applicants should upload a PDF scan of their score (TRF) to TAO.

*Test scores must be no more than two years old on their day of arrival at KUAS for them to be considered valid for admission.

► One letter of recommendation

Required file type: PDF

KUAS requires one letter of recommendation. This letter should be from a teacher at your current school* who can affirm your achievements, character, dedication, or leadership abilities. Please note that KUAS may contact the recommender for more details. The recommendation letter must be directly uploaded to your TAO application by the recommender by the application due date. To do this, a request for a recommendation letter must be sent to your recommender via your TAO portal. The recommendation letter must be typed in English, must be signed by the recommender and must include the recommender’s school letterhead if available.

When asking your recommender for a letter, please be considerate and ensure that you ask well in advance so that they have time to draft and upload your letter before the deadline.

Please be aware that it is your responsibility as the applicant to ensure that your teacher submits their recommendation letter to KUAS via TAO before your application deadline. No exceptions can be made.

*If you have not undergone any education for five or more years, and it is difficult for you to obtain a letter of recommendation from one of your past teachers, please contact the International Admissions Office (admission@kuas.ac.jp).

► Standardized Test Results ◆

(If not in English, a certified English translation is required)

Required file type: PDF

Please submit / upload one of the following official test result certifications / transcripts listed on this Page.

If your standardized test provides a predicted score, please submit it to KUAS.

As a general rule, you need to demonstrate your level of understanding of mathematics and physics through your test results. However, if you have difficulty doing so through your standardized test results, please consult the International Admissions Office.

If the results of your standardized test which you took as part of your high school curriculum are older than five years, and you will also need to provide a new standardized test score by taking the SAT, ACT, EJU, etc. Test scores (SAT, ACT, EJU, etc.) must be no more than three years old on their day of arrival at KUAS for them to be considered valid for admission.

For applicants who have taken the SAT or ACT examinations, please request that your score report be sent directly to the International Admissions Office. (Only valid test scores will be accepted.)

-For the SAT, KUAS' institution code is **7767**.

-For the ACT, KUAS' institution code is **4647**.

Please be advised that you will be required to physically mail us your OFFICIAL test results if requested to do so by the International Admissions Office. These official test results must be sealed in an envelope.

University entrance tests and other standardized test certifications:

A	<ul style="list-style-type: none">• Abitur• All India Senior School Certificate Examination (AISSCE) (CBSE) - India• American College Testing (ACT)• Advanced Placement (AP) †• Advanced Subjects Test (AST) - Taiwan• Australian Tertiary Admission Rank (ATAR) - Australia	I	<ul style="list-style-type: none">• Indian School Certificate (ISC) (CISCE) - India• International Baccalaureate (IB)• Irish Leaving Certificate (ILC) - Ireland
B	<ul style="list-style-type: none">• Baccalaureate	M	<ul style="list-style-type: none">• Matriculation Examination – Myanmar
C	<ul style="list-style-type: none">• College Scholastic Ability Test (CSAT) - Korea• Cambodian Baccalaureate Examination - Cambodia	N	<ul style="list-style-type: none">• National Achievement Test (NAT) – Philippines• National High School Examination - Vietnam
E	<ul style="list-style-type: none">• Examination for Japanese University Admission for International Students (EJU) – Japan• Exame Nacional do Ensino Médio (Enem) – Brazil• Examen Nacional de Ingreso a la Educación Superior (EXANI-II) – Mexico	O	<ul style="list-style-type: none">• Ontario Secondary School Diploma (OSSD) - Canada• Ordinary National Educational Test (O-NET) - Thailand
G	<ul style="list-style-type: none">• GCE A level and other international A level• General Education Development (GED)• General Scholastic Ability Test (GSAT)-Taiwan	S	<ul style="list-style-type: none">• SAT Reasoning Test• School Leaving Certificate Examination• Seleksi Bersama Masuk Perguruan Tinggi Negeri (SBMPTN) – Indonesia• Senior Secondary Examination (NIOS) - India• Sijil Tinggi Persekolahan Malaysia (STPM) - Malaysia• Singapore-Cambridge GCE A level - Singapore• Sri Lankan GCE A level - Sri Lanka
H	<ul style="list-style-type: none">• Higher Secondary School Certificate (HSC/HSSC)• Hong Kong Diploma of Secondary Education (HKDSE) - Hong Kong	T	<ul style="list-style-type: none">• TGAT/TPAT (formerly known as PAT/GAT) - Thailand
		U	<ul style="list-style-type: none">• Unified Examination Certificate (UEC) – Malaysia• Unified National Test (UNT)
		Y	<ul style="list-style-type: none">• Elseltiin Yerunhii Shalgalt of Mongolia (YESH) – Mongolia
		W	<ul style="list-style-type: none">• West African Senior School Certificate Examination (WASSCE) – West Africa

*Test results other than those listed above

*Submitted “standardized tests results” must be equivalent to the graduation test taken in the final year of the applicant’s secondary school education (i.e., Grade12/Year13 graduation test). Tests taken in Grade 10/Year11, O-Level and IGCSE are not considered “standardized tests” for the purpose of applying to KUAS.

† In the case of AP test submissions, KUAS accepts “Math and Computer Science” and “Sciences” category tests. However, among the Sciences category tests, AP Biology, AP Chemistry, and AP Environmental Sciences cannot be accepted. Also, please note that AP course credits cannot be transferred to KUAS.

NOTE:

- *If the name of the test in your country or region is not listed above, select “other” and indicate the name of the test in your TAO application.
- *Due to testing schedules, late submissions of standardized tests which are part of your high school curriculum may be accepted. However, late submissions of other types of standardized tests (SAT, etc.) cannot be accepted.
- *If there is no equivalent standardized test or educational system in the country or region where you live, indicate so in your TAO application.
- *If you have taken more than two different tests, it is highly recommended that you submit both results.
- *Applicants will not be penalized for not submitting test results if there is a valid reason.
- *Current university students majoring in STEM subjects (or graduates of such programs) need only submit their standardized test scores, even if those scores are older than what our requirements otherwise stipulate. However, non-STEM university students (or graduates) may be required to submit additional standardized test results, and should inquire with our International Admissions Office for guidance.

When physical documents are requested, please send them to the following address.

Mailing address

International Admissions Office
Faculty of Engineering
Kyoto University of Advanced Science
18 Yamanouchi Gotanda-cho, Ukyo-ku, Kyoto 615-8577, JAPAN

Information Regarding Financial Status

On your TAO application, please submit the name of the person who will be the source of your financial support while at KUAS and your relationship with them. Additionally, you must state their income and bank account balance to demonstrate their financial capacity to support your studies at KUAS.

You will be asked to submit the necessary documents to certify their financial capacity during your admission procedures.

Online Interview

In order to learn more about applicants, we may ask you to take an online interview so that we may confirm the contents of your application. All interviews will be conducted via an online video chatroom, so it is not necessary for applicants to travel to Japan if they are requested to take an interview.

In the event that we wish to interview you, we will send you an online interview invitation with detailed information, including an interview schedule. The exact date and time of your interview will be determined by KUAS. Please check your email / TAO account regularly for these notifications. If we wish to interview you, we will notify you **by November 24, 2023 (Early Entry applicants), February 15, 2024 (Regular Entry applicants) or April 5, 2024 (Final Entry applicants)**. After that, interviews will be held in November - December, January - February, and March - April, respectively.

Please keep in mind that, regardless of whether you are asked to take an interview or not, it will not affect your chances of being accepted.

Screening Methods

The screening of applications will be conducted based on the documents submitted. In cases where more information is required, the applicant may be asked to take an interview. Each application will be reviewed fairly and with due care by our faculty members.

Announcement of Results

Results will be announced through TAO on the designated result announcement days. Please note that KUAS cannot answer any inquiries regarding results.

Scholarships

Scholarships are provided to a limited number of outstanding students based on a comprehensive evaluation. KUAS offers two types of scholarships: the Super KUAS-E Scholarship (100% tuition and admission fee waiver + stipend) and the KUAS-E Scholarships (100% or 50% tuition and admission fee waivers). The academic performance of each scholarship recipient will be **regularly reviewed**. Scholarship recipients are expected to maintain high academic performance and act as a role model for other students. Scholarship recipients who do not perform to the university's academic and social standards **will have their scholarships revoked**.

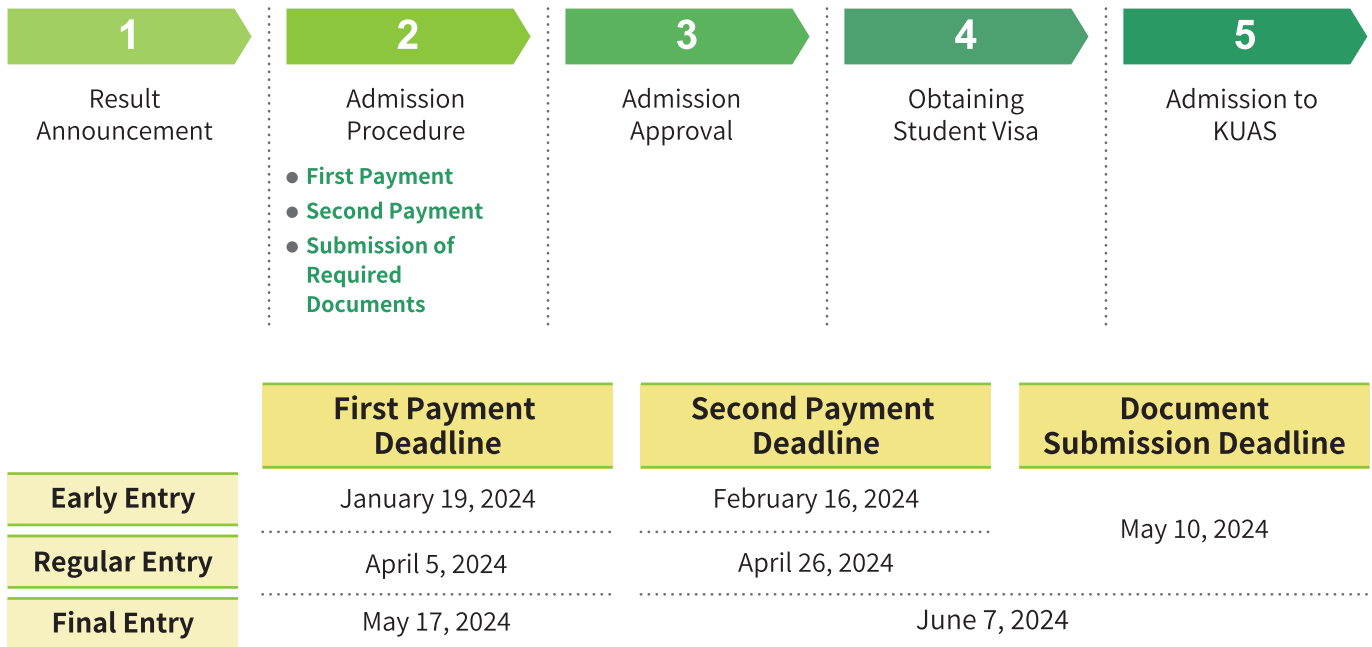
Applicants who wish to apply for a scholarship must indicate their intent on the appropriate section of their TAO application. Scholarship applicants will be evaluated based on their submitted documents. Please note that KUAS cannot divulge any information regarding the specific selection criteria for its scholarships to applicants or other third parties.

KUAS cannot provide assistance with applications to external (non-KUAS) scholarships during the application process or prior to enrollment. Information and assistance regarding external scholarships will be provided to successful applicants after enrollment. Information regarding external scholarships is also available on our website.

Enrollment Procedures

Admitted applicants must pay the required admission procedure fees and submit all the requested documents by their deadlines. Please be aware that non-payment or incomplete submission of documents will result in cancellation of admission. For more details, please carefully read all relevant documents when you receive your offer.

If there are any changes in your personal information, please contact the International Admissions Office immediately. Otherwise, you may not receive the necessary documents from us in time.



Admission Procedure Fees

To complete the enrollment procedure, you must pay the admission fee, partial tuition fee, facility fee, laboratory fee, and association fees by the specified deadlines. Please ensure that you have sufficient funds before applying. Invoices for the admission procedure fees will be sent along with your result notification.

		Scholarship Tuition Reduction (percentage)		
		0%	50%	100%
First Payment	admission fee	260,000 JPY	130,000 JPY	0 JPY
	partial tuition, facility and laboratory fee	670,000 JPY	335,000 JPY	0 JPY
Second Payment	association fees	49,500 JPY	49,500 JPY	49,500 JPY
	Total fees due before enrollment	979,500 JPY	514,500 JPY	49,500 JPY

*The admission fee is non-refundable.

*Fees for each student will vary depending on whether they received a scholarship and what tuition reduction percentage said scholarship provides.

*If you fail to pay the required fees by their respective deadlines, you may not be allowed to enroll.

*Students must pay their second semester tuition, facility, and laboratory fees at the beginning of the second semester.

*Please note that scholarship recipients are still expected to cover expenses that fall outside the scope of their school activities at KUAS (e.g., travel expenses, insurance, etc.)

Payment Summary for the First Year

*Currency = JPY

First Year		Annual	Annual Breakdown			
			Upon Entry (For the First Semester)		For the Second Semester	
			First Payment	Second Payment		
Admission Fee (a)		260,000	260,000	-	-	
School Fees	Tuition	940,000	-	470,000	470,000	
	Facility	300,000	-	150,000	150,000	
	Laboratory	100,000	-	50,000	50,000	
	Subtotal (b)	1,340,000	-	670,000	670,000	
Association Fees	Student Guardian Association	Entrance Fee	20,000	-	20,000	-
		Membership Fee	12,500	-	12,500	-
	Student Council	Entrance Fee	13,000	-	13,000	-
		Membership Fee	4,000	-	4,000	-
	Subtotal (c)	49,500	-	49,500	-	
Total (a + b + c)		1,649,500	260,000	719,500	670,000	

*Each fee is subject to change.

*The admission fee and entrance fees are only required at the time of enrollment.

Estimated Total Annual Payments to KUAS

First year	Second year	Third year	Fourth year
1,649,500 JPY	1,476,500 JPY	1,476,500 JPY	1,501,500 JPY

*These amounts are subject to change.

*The admission fee and entrance fees are only required at the time of enrollment.

*The laboratory fee is 220,000 JPY from the second year. This fee is included in the amounts shown in the above table.

*An alumni association fee is required in the fourth year. This fee is included in the amounts shown in the above table.

Insurance

Students whose visa residence status is "Student" are required to join the GAKKENSAI supplementary comprehensive insurance for students in case of an accident in which the students may be held liable for damages. Details on how to enroll will be provided separately with successful applicants. In addition, international students who will stay in Japan for more than 3 months MUST enroll in National Health Insurance (approximately 20,000 JPY per year depending on the students' income). The National Health Insurance subsidizes medical expenses when you get injured or sick.

Declining Enrollment

If you decide not to enroll at KUAS after all admission procedures have been performed, you must submit the designated statement **May 10, 2024 (Early and Regular Entry applicants) or June 7, 2024 (Final Entry applicants)** so that your second payment can be refunded (the admission fee can NOT be refunded). More details will be provided along with the release of admission results.

Student Accommodations

At KUAS, students can choose to live in one of five dormitories (Uzumasa A, B, C, D or E)*. Students may also opt to live in private accommodations. If you prefer private accommodation, the KUAS International Office can introduce you to English-speaking real estate agents. Successful applicants will be asked to fill out a form to declare their housing plans. Due to limited dormitory availability, a lottery will be held if applications exceed the dorms' maximum capacity.

Note: All dormitory residence terms are limited to two years, after which students are required to seek off-campus housing.

*Uzumasa A and C accept male and female students. Uzumasa B and D are for male students, and Uzumasa E is for female students.

Student Visa

KUAS will take the necessary procedures to ensure that the Japanese Immigration Bureau issues you a Certificate of Eligibility (COE). This COE can be used to obtain your visa at the Japanese embassy or consulate general in your country or region.

To apply for a COE:

1 Applicants must pay all necessary admission procedure fees by their specified deadlines.

2 Applicants must prove they possess sufficient finances for their period of study.

3 Applicants must give KUAS permission to apply for the COE on their behalf.
(This permission is granted via your application for Certificate of Eligibility.)

4 Applicants must submit all required documents by the specified deadlines.

Applicants must begin applying for a student visa as soon as they receive their COE. Specific details will be provided with the release of admission results.

If you need any assistance in preparing or submitting your application, contact us at admission@kuas.ac.jp or one of our appointed representatives or agents in your region.

Graduation Requirements

To complete our Faculty of Engineering Undergraduate Program, students are required to enroll at KUAS for a period of four years, or the equivalent to eight full-time semesters of instruction. Students must obtain at least 128 credits consisting of at least 30 credits from Common Courses and 98 credits from Specialized Courses to receive a Bachelor of Engineering degree from KUAS.

*The Undergraduate Program is a four-year program.

Non-discrimination Policy

KUAS welcomes any prospective students wishing to start their undergraduate education from September 2024, regardless of age, gender, ethnic background, religion, nationality or place of residence.

Considerations for Disabilities and Injuries

If you are a person with a disability and wish for this to be taken into consideration during our interview screening process, please contact the International Admissions Office at least two weeks before the application start date. If you have been injured (due to an accident, etc.) after applying to KUAS, and wish for this to be taken into consideration during our interview screening process, please contact the International Admissions Office.

Privacy Policy

KUAS may use personal information collected from applicants to:

- 1** contact applicants or their high school if there are deficiencies or inaccuracies in their application documents;

- 2** send examination notifications to applicants;

- 3** release admission results to applicants;

- 4** send admission documents to successful applicants;

- 5** send information to new students and their guardians about the Entrance Ceremony and comprehensive insurance for students;

- 6** send information to students and their guardians following enrollment;

- 7** create name lists and other school documents for administrative and academic purposes after enrollment; and

- 8** perform data aggregation/processing (individual data will be anonymized).

Due to the nature of KUAS' entrance examinations, the results of partner school recommendation screenings are sent directly to the schools of applicants. Only applicants who agree to this condition may apply.

We may entrust part of the handling of personal information and admission results to third-party organizations. However, this information will only be used for the purposes authorized by KUAS and may not be used beyond the scope of the defined, outsourced task. Third-party organizations are selected based on careful consideration of their appropriate management of personal information.

Please be informed that personal information will not be provided to third parties without the express permission of applicants unless:

- 1** an exceptional situation authorized by the relevant laws and regulations calls for it; or

- 2** an extraordinary situation occurs. (For instance, a situation in which it is necessary to release information in order to protect the life, health or property of an individual and KUAS is unable to reach the applicant or obtain their permission.)

If you have concerns about any of the above, please contact the International Admissions Office.



Contact Information

International Admissions Office (Kyoto Uzumasa Campus)
18 Yamanouchi Gotanda-cho, Ukyo-ku, Kyoto 615-8577, JAPAN
Tel : +81-75-496-6221 Email : admission@kuas.ac.jp

Office hours

Mon. to Fri. 8:30-17:00 (JST)

Closed on Saturday, Sunday and national holidays