

# **Application Guide for Research Students (October 2023/ April 2024 Admission)**

Student Affairs Division, Administrative Office Graduate  
School of Engineering, Kyushu University

## **1. Admission Requirement**

Applicants who want to apply for research student at Kyushu University must hold a Bachelor degree or equivalent to a Bachelor degree.

## **2. Application Deadlines**

(1) Spring Semester (April entrance) – by Mid-February

(2) Fall Semester (October entrance) – by Mid-August

✱ International students residing outside of Japan need to obtain student visas. We strongly recommend international applicants to apply 2 or 3 months before the deadline because it takes a time to complete immigration procedures.

## **3. Where to submit**

Student Affairs Division, School of Engineering Kyushu University (#203, 2<sup>nd</sup> floor in West 4 building)

✱ Applicants should submit all the necessary documents through the chairperson of the department by the deadline.

## **4. Application Procedures**

(1) How to apply

Please submit the following documents below.

✱ It should be done after your supervisor (prospective supervisor) or chairperson of the department permitted your research theme.

(2) Application Documents

A) Application Form for Research Student (use the form designated by the Kyushu University)

B) Resume (use the form designated by the Kyushu University)

C) Recommendation Letter written by your supervisor at your latest educational institutions.

(Only Japanese or English one is acceptable.)

D) Graduation (or expected graduation) certificate

E) Academic Transcript (Only Japanese or English one is acceptable.)

F) Certificate for Japanese proficiency (Photocopy is available.)

(When you don't have it, please ask the Student Affairs Division for the additional form)

G) Photocopy of passport

H) Photocopy of the bank transfer receipt for payment of screening fee Screening

fee: 9,800 JPY

✱If you have a residence card issued by the Immigration Bureau in Japan, please send the scanned copy of both sides to the Student Affairs Division by e-mail.

### (3) Payment by Credit Card

A) Please refer to the colored appendix and <https://e-shiharai.net/english/> for details.

B) Payment at a Convenience Store (available only in Japan)

Please refer to the colored appendix and <http://e-shiharai.net/> for details.

C) Payment by Telegraphic Transfer (Payee's bank account)

三井住友銀行 福岡支店 普通預金

住所：〒819 - 0011 福岡市博多区博多駅前 1 丁目 1－1

口座番号：7119240

口座名義：九州大学

\*For international remittance, please see “Appendix Sheet” for the payee's bank account information.

Please note the following points when you make the payment:

A) All the bank charges must be paid by the applicant. Please do not deduct the bank charge from the amount you are required to pay (9,800 JPY). Please make sure you remit the exact fee in JAPANESE YEN.

B) When you make the remittance, please quote a department code and your name on the section of the remitter. The department codes for research student:

Graduate School of Engineering – 5TE

Graduate School of Information Science and Electrical Engineering- 5IE

C) We recommend you to use major banks to transfer the fee.

## 5. Entrance Procedures for successful applicants

The result notification will be sent to successful applicants via email. The entrance procedure will also be mailed to you later. After receiving the notification, you must complete the following procedures during the designated period (as soon as you arrive in Japan, or within 2-3 weeks after your arrival).

1. Entrance fee: 84,600 JPY
2. Tuition fee: Annual 356,400 JPY

Payment of tuition fee: Due date

Fall semester: by October 20<sup>th</sup>, 2023 (178,200JPY)

Spring semester: by April 20<sup>th</sup>, 2024 (178,200 JPY)

# Appendix Sheet (Account Information)

## Beneficiary:

Account Holder	Kyushu University
Address	744 Motooka, Nishi-ku, Fukuoka 819-0395
Nationality	JAPAN

## Beneficiary's Bank:

Name	SUMITOMO MITSUI BANKING CORPORATION
Branch Name	FUKUOKA BRANCH
Address	1-1-1 Hakataekimae, Hakata-ku, Fukuoka 812-0011, JAPAN
A/C No.	7119240
Swift Code	SMBCJPJT

## Account Number:

Application Fee	7119240
Enrollment Fee	7119238
Tuition Fee	7119226