

# **Application Guide for Research Students (2026 April Admission)**

Student Affairs Division, Administrative Office Graduate  
School of Engineering and ISEE, 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**

Spring Semester (April entrance) – ~ 19 November, 2025

✱ For international students residing in Japan who do not need to receive a COE, applications will be accepted after the above deadline. Please consult with us.

## **3. Where to submit**

Student Affairs Division, School of Engineering and ISEE 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 (designated by the Kyushu University)
- C) Graduation (or expected graduation) certificate (from your latest educational institutions and only Japanese or English one is acceptable.)
- D) Academic Transcript (as above.)
- E) Photocopy of passport
- F) Photocopy of residence card issued in Japan (only if applicable/if you have it)
- G) Photocopy of the bank transfer receipt for payment of screening fee Screening fee: 9,800 JPY
- H) Checklist for Applicant
- I) (\*)Recommendation Letter written by your supervisor at your latest educational institutions. (Only Japanese or English one is acceptable.)
- J) (\*)Certificate for Japanese proficiency (Photocopy is available.)

(\*) Items marked with an asterisk (\*) are optional. However, they must be submitted at the request of the prospective supervisor.

## **5. Payment by Credit Card**

- A) Please refer to the colored appendix and <https://e-shiharai.net/ecard/> for details.
- B) Payment at a Convenience Store (available only in Japan)  
Please refer to the colored appendix and <https://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 Information Science and Electrical Engineering - 5IE

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

## 6. 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

Spring semester: by April 20<sup>th</sup>, 2026 (178,200 JPY)

Fall semester: by October 20<sup>th</sup>, 2026 (178,200JPY)

(Notes) If the entrance fee and tuition fee are revised, the new amounts of these fees are applied.

# 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

# KYUSHU UNIVERSITY

## How to make the Payment for the Application Fee by Credit Card, Union Pay.

24 hours a day, 365 days a year, you can pay anytime! Easy, Convenient and Simple!

You can pay the Application Fee by using Credit Card, Union Pay.



Access

<https://e-shiharai.net/ecard/>



Online Transaction

### 1. Top Page

Click "Examination Fee".

### 2. Terms of Use and Personal Information Management

Please read the Terms of use and Personal Information Management.  
Click "Agree" button located in the lower part of this page if you agree with these terms.  
Click "Not agree" button located in lower part of this page if you do not agree with these terms.

### 3. School Selection

Select "Kyushu University (Undergraduate Schools)" or "Kyushu University (Graduate Schools)."

### 4. School Information

Read the information carefully and click "Next".

### 5. Category Selection

Choose First to Fourth Selection and add to Basket.

### 6. Basket Contents

Check the contents and if it is OK, click "Next".

### 7. Basic Information

Input the applicant's basic information.  
Choose your credit card and click "Next".

### Paying at Credit Card

Input Credit Card Number (15 or 16-digits), Security Code and Expiration date.

All of your application information is displayed. Check and Click "Confirm".

Click "Print this page" button and print out "Result" page.

### Paying at Union Pay

Follow the onscreen instructions to complete the card payment.

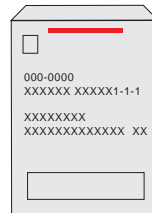
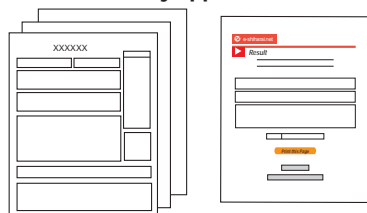
Please click the "Application Results" button in the upper part of this site (e-shiharai.net).

Please write down the "Receipt Number" given when you complete your application, and enter your "Payment Method", "Receipt Number" and "Birth Date". Please make sure your printer is ready.

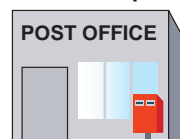
Please print out the "Payment Inquiry - Inquiry result" page.

Enclose the printed "Result" page in an application envelope with other necessary application documents.

Necessary application documents



Mail it via post



### [NOTICE/FAQ]

- You can make a payment anytime, during the payment period mentioned in the application instructions.  
Please refer to the application instructions and complete payment in time.
- Please complete payment by 11:00 pm Japan time, on the last date of the payment period.
- Please note that refund is not possible once you have made a payment of Application fee.

- A fee is added to Examination fee. For further info, please visit our website.
- It is possible to use a card which carries a name different from that of the applicant. However, please make sure that the information on the basic information page is that of the applicant him/herself.
- If you did not print out "Result" page, you can check it later on Application Result page. Please enter "Receipt Number" and "Birth Date" to redisplay.
- Please directly contact the credit card company if your card is not accepted.

For questions or problems not mentioned here, please contact:

E-Service Support Center Tel : +81-3-5952-9052 (24 hours everyday)

Application