

# **Application Guidebook**

## **2010-11**

### **Kyoto International University**

1-1 Ichinotsubo Kusauchi Kyotanabe Kyoto 610-0311

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## Greetings

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Thank you for your interest in Kyoto International University (KIU)! This guidebook provides information related to the distinctive features and benefits of a KIU education and application requirements.

### Individualized Education

KIU is a small, Christian, western-style liberal arts institution of higher education in Kyoto, Japan. As a small school, KIU provides a select and diverse group of students a supportive international environment to pursue their individualized educational goals. KIU strives to recognize and reward individual initiative, teamwork and accomplishment. Small is good.

### Paths to Success

KIU's diverse students and graduates pursue different paths to success through graduate study and a wide variety of careers. All students, regardless of gender, race or religion are welcome at KIU. For KIU students, there are many opportunities and paths to success. Whether students want to stay in Japan or pursue studies overseas, KIU strives to prepare all students well. Should students "stay" or "go"? It does not matter. Visit [http://www.kyotoiu.ac.jp/en/alumni/alumni\\_voice.htm](http://www.kyotoiu.ac.jp/en/alumni/alumni_voice.htm) or <http://www.kyotoiu.ac.jp/en/alumni/index.htm> to learn more about the opportunities and career paths KIU students and alumni.

### Application Requirements

If you would like to apply to Kyoto International University, please read the application in this guidebook carefully and complete all required documents. On behalf of the faculty and staff at Kyoto International University, we wish you the best as you pursue your educational goals. We encourage you to visit Kyoto International University to see if KIU is a good fit for you. If you have additional questions, please feel free to contact us.

#### Contact Information

#### Kyoto International University

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Thank you again for your interest and we hope to welcome you to Kyoto International University!

# Requirements

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## Deadlines

Kyoto International University has a “rolling admissions” process and accepts applications year-round based on the following deadlines.

Trimester		Application Deadline	
		Applicants living in Japan	Applicants living outside Japan
<b>Spring</b>	(April – June)	February 1	October 1*
<b>Fall</b>	(September – December)	July 1	March 1*
<b>Winter</b>	(January – March)	November 1	July 1*

\*The application deadline is earlier to allow for visa processing of applicants living outside Japan.

## How to Apply

All completed documentation and items must be sent by registered mail:

1. Application form for admission (\*Signature required)
2. Official High School Transcript (\*Transfer students - Transcript from the last school attended)
3. Standardized Test Results (\*Enclose photocopy - TOEFL / TOEIC / SAT / STEP / IELTS etc.)
4. Two (2) Passport Photos (2.4cm X 3cm)
5. Application fee: JPY30,000 (Bank transfer \*Overseas candidates please contact us for details)  
Bank of Kyoto Osumi branch  
Ordinary (Futsu) Account 3990171  
Kyoto International University  
SWIFT Code: BOKFJPJZ
6. Interview or Essay (\*Essay for those not interviewing)  
Topic: “What makes you special?”  
Length: 800 words (\*Essay must be word processed and mailed with the application.)

## Decision

Candidates are admitted based on their academic achievements as well as their potential to contribute to campus life at KIU. Other criteria include marks (GPA, SAT, TOEFL), extracurricular activities and a personal essay or interview. Applicants will be notified via email within fifteen (15) working days after the receipt of all application materials and fees.

## Acceptance

Upon acceptance, all students will be required to submit a health record. Applicants living outside Japan will need to submit visa-related documentation (available on the university website). Visa processing takes a minimum of four (4) months depending on country of origin.

## Fees

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### Tuition

Tuition, including a one time registration fee, is as follows.

Department	International Studies		Biology
Major	International Business	International Studies (Government)	Biology*
Registration Fee (freshman)	JPY200,000	JPY200,000	JPY200,000
Tuition (per year)**	JPY960,000	JPY960,000	JPY1,300,000
Total (per year)	JPY1,160,000	JPY1,160,000	JPY1,500,000

\*To cover Biology laboratory expenses, there is an additional JPY5,000 - JPY10,000 per credit.

\*\*A refundable security deposit of US\$4,000 applies to overseas students.

\*\*Scholarships, recognizing sustained academic achievement, are available (terms and conditions apply).

### Academic Scholarships

KIU students are recognized and rewarded for their sustained academic achievements. For example, standardized tests (i.e., SAT – Math/Critical Reasoning), coupled with grade point average, help qualify students' for renewable academic-based financial aid (terms and conditions apply).

Annual Tuition (Trimester Tuition)	Native English Speaker	Non-Native English Speaker
JPY660,000 (JPY234,000 X 3)	SAT: $\geq 1200$ GPA: 3.6	TOEFL: $\geq 550$ (80) GPA: 3.6
JPY860,000 (JPY305,000 X 3)	SAT: $\geq 1100$ GPA: 3.3	TOEFL: $\geq 525$ (71) GPA: 3.3
JPY960,000 (JPY340,000 X 3)	SAT: $< 1100$ GPA: 3.0	TOEFL: $\geq 460$ (40) GPA: 3.0
JPY960,000+* (JPY340,000+* X 3)	SAT: $< 1000$ GPA: 2.5	TOEFL: $< 460$ (40) GPA: 2.5

\*Additional JPY40,000/trimester for remedial English classes.

## Housing

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At present, Kyoto International University does not provide accommodation for students; however, KIU is willing to assist students in finding and securing housing – for example, by serving as a guarantor for an apartment if necessary.

Accommodations and pricing vary widely with area rental prices starting at JPY40,000/monthly. Students should expect to pay about US\$2,000 for room and board per trimester.

## FAQ

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### ■ Recognition

While Kyoto International University (KIU) was recognized in 2003 by the Kyoto Prefecture Board of Education as a *kakushu gakko* (a ‘miscellaneous’ school category), it is not presently recognized by the Ministry of Education, Culture, Sports, Science, and Technology as a university.

### ■ Career Placement

Although public organizations and private corporations are not obligated to recognize our graduates as “university” graduates, organizations and corporations have demonstrated interest in KIU students. KIU has a proven career placement record.

### ■ Undergraduate Overseas Credit Transfer

As KIU is not accredited as a US university, KIU course credits are subject to individual institution review and not automatically transferable to overseas colleges and universities. KIU credits have been accepted at a wide variety of institutions based on the integrity of the course work and not the accreditation of the school. Therefore, syllabi and course by course application of transfer credit may be required. The final credit transfer decision resides with each individual institution.

### ■ Graduate Study in Japan

Graduate study in Japan is undergoing great change and there is no clear standard across Japanese graduate programs. At present, KIU graduates wishing to pursue graduate study in Japan have tested and enrolled in graduate programs. The acceptance of KIU students’ credentials is subject to the discretion of each graduate institution both inside and outside Japan.

### ■ Licensure Examinations

Presently, a KIU degree does not meet certain Japanese government licensure requirements such as teacher, librarian, nurse and museum curator. Students who wish to advance in these areas should transfer to the US (third year) and earn their diploma from a US university. This will allow the student to sit for examinations in many fields. Please research in advance your field of interest.

### ■ Visa (International Applicants)

KIU operates with standards similar to American universities. As a *kakushu gakko* (a ‘miscellaneous’ school category), KIU is permitted to sponsor international students on a ‘*shugaku*’ visa (pre-college visa). ‘Shugaku’ visas are for a maximum of two years. Extensions beyond two years are subject to immigration office review and approval.

# Calendar

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## Spring Trimester: April – June

Spring Trimester Begins .....	April 8, 2010
Golden Week Holidays .....	April 29 – May 5, 2010
Mid-term Exam .....	May 13 – May 19, 2010
Mid-term Break .....	May 20 – May 21, 2010
Final Exam Period .....	June 21 – June 25, 2010
Last Day of Spring Trimester .....	June 25, 2010

## Fall Trimester: September – December

Fall Trimester Begins .....	September 27, 2010
Mid-term Exam .....	October 26 – November 1, 2010
Mid-term Break .....	November 2 – November 5, 2010
Final Exam Period .....	December 8 – December 14, 2010
Last Day of Fall Trimester .....	December 14, 2010
National Holidays .....	October 11, 2010
" .....	November 3, 2010
" .....	November 23, 2010

## Winter Trimester: January – March

Winter Trimester Begins .....	January 5, 2011
Mid-term Exam .....	February 3 – February 9, 2011
Mid-term Break .....	February 10 – February 11, 2011
Final Exam Period .....	March 14 – March 18, 2011
Last Day of Fall Trimester .....	March 18, 2011
National Holidays .....	January 10, 2011
" .....	February 11, 2011
Graduation Ceremony .....	March 19, 2011

# Application for Undergraduate Admission

## 入学願書

### Kyoto International University (KIU)

■ Beginning Term : 入学希望学期	<input type="checkbox"/> Spring 春学期	<input type="checkbox"/> Fall 秋学期	<input type="checkbox"/> Winter 冬学期	Year 年度 _____
■ Intended Major : 志望学科	<input type="checkbox"/> International Business 国際ビジネス学科	<input type="checkbox"/> International Studies (Government) 国際関係学科	<input type="checkbox"/> Biology 生物学科	
■ Status : 入学の種類	<input type="checkbox"/> Freshman 新規入学	<input type="checkbox"/> Transfer 編入学	(Degree 取得学位 _____ )	

### ■ PERSONAL DATA (個人調査書)

Name : アルファベット Last Name First Name Middle Name	写真 Photograph (2.4x3cm)
氏名 : 漢字/カタカナ	
Date of Birth 生年月日 : _____ / _____ / _____ Year Month Date	<input type="checkbox"/> Male 男性 <input type="checkbox"/> Female 女性
Mailing Address 住所 : 〒 _____	
Phone 電話番号 : _____	Mobile 携帯番号 : _____
Fax ファックス番号 : _____	e-mail 電子メール : _____
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Country Of Citizenship 国籍 : _____	Native Language 母国語 : _____
Type of Visa ビザの種類 : _____	Date of Expiration 有効期限 : _____ / _____ / _____
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### ■ PARENT/GUARDIAN INFO (保護者情報)

<input type="checkbox"/> Parent(s) 保護者	<input type="checkbox"/> Guardian(s) 身元引受人	<input type="checkbox"/> Spouse 配偶者
Name 氏名 : _____	Relationship 続柄 : _____	
Telephone 電話番号 : _____	Work Phone 勤務先電話番号 : _____	
Complete Address 住所 : 〒 _____		
Employer/Duties 職業/役職 : _____		

## ■ ACADEMIC INFO (アカデミック情報)

Career Goals 将来の目標： \_\_\_\_\_

### Academic Record

Beginning with the most recent, list all high schools, colleges/universities, or other schools you have attended.  
これまでに在籍/卒業した全ての学校(高等学校/短大/大学/専門学校)を最近のものから順に記入してください。

Name of School 学校名	City 所在地	Date of Last Attendance 最終在籍年月日(未卒者)	Year of Graduation 卒業年度
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

\*Academic Test Score 検定試験の成績:

- TOEFL      Score 得点 \_\_\_\_\_      Date 取得年月日 \_\_\_\_\_
- TOEIC      Score 得点 \_\_\_\_\_      Date 取得年月日 \_\_\_\_\_
- STEP (英検)      Grade 級 \_\_\_\_\_      Date 取得年月日 \_\_\_\_\_
- IELTS      Grade 級 \_\_\_\_\_      Date 取得年月日 \_\_\_\_\_
- SAT      Math \_\_\_\_\_      Written \_\_\_\_\_      Verbal \_\_\_\_\_      Date \_\_\_\_\_

## ■ PERSONAL STATEMENT

In the space below, provide a brief statement outlining your goals in your educational program at Kyoto International University (use additional paper if necessary).

以下のスペースにあなたの京都国際大学における勉強の目標を簡単に述べて下さい。  
(スペースが足りなければ他の用紙を使用して下さい。)

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I certify that the information on this application is true and accurate.  
以上、相違ありません。

Signature 署名 \_\_\_\_\_

Date 日付 \_\_\_\_\_ 年 \_\_\_\_\_ 月 \_\_\_\_\_ 日

OFFICE OF ADMISSION  
KYOTO INTERNATIONAL UNIVERSITY

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