Graduate School of Global Studies Admissions Guide for International Students April 2024 Entry

I. Qualifications for Applicants

1. Master's Program:

- Those who have foreign nationalities and who satisfy one of the following qualifications are eligible:
- (1) Those who have a transcript attesting to the equivalent of 16 years of education outside Japan or are expected to have one before the end of March 2024.
 - **The period of attendance at educational institutions based on School Education Act of Japan must be 4 years or less. The period of attendance at international schools in Japan or overseas Japanese schools approved by the Minister of Education, Culture, Sports, Science and Technology, it's regarded as the one studying at educational institutions regulated by the Japanese educational system.
- (2) Those who have graduated from a college in Japan as a foreign student or who are expected to graduate before the end of March 2024.
- (3) Those who have been granted a degree corresponding to a bachelor's degree by completing a program where the course term is 3 years or more in overseas universities or other overseas schools (limited to those whose comprehensive situation of educational and research activities have either received evaluation from a person who was authorized by the corresponding country's government or related institutions, or which have been separately designated as being equivalent to such by the Minister of Education, Culture, Sports, Science and Technology) or are expected to be granted a degree corresponding to a bachelor's degree before the end of March 2024.
- (4) Those who have a transcript attesting to the equivalent of 15 years of education outside Japan and are recognized by Doshisha University as achieving a high level of academic excellence or are expected to have one before the end of March 2024.
- (5) Those who Doshisha University recognizes as having an equivalent qualification to one of the above requirements (1)(2)(3)
 (4), and who are 22 years or older by the time of enrollment, will be considered for admission.

2. Doctoral Program:

- Those who have foreign nationalities and who satisfy one of the following qualifications are eligible:
- (1) Those who have certification for a master's degree from an institution outside Japan or are expected to receive it before the end of March 2024.
- (2) Those who have certification for a master's degree from an institution in Japan as a foreign student or are expected to receive it before the end of March 2024.
- (3) Those who Doshisha University recognizes as having an equivalent qualification to one of the above requirements (1)(2), and who are 24 years or older by the time of enrollment, will be considered for admission.

Note

- 1 : <u>Students enrolled in the clusters of American Studies and Global Society Studies can complete the degree by taking classes taught in English. Please be aware that courses in Contemporary Asian Studies Cluster Master's Program are basically conducted in Japanese.</u>
- 2 : Only Japan Applicants (*) are eligible to take the entrance examination in February for April 2024 Entry.
- ** Japan Applicants: Applicants continuously residing in Japan until enrollment and therefore do not need to apply for the Certificate of Eligibility. (Refer to page 5 and 13)
- 3 : Prior to application, those who qualify to apply under sections 1. (3) should consult the Graduate School of Global Studies (Karasuma Campus) prior to application. (See the contact address on the back cover.)
- 4 : Those who apply to above 1. (4) (5) and 2. (3) are required to take an eligibility screening for application in advance. Applicants shall contact the office of Graduate School of Global Studies in advance, and send the required documents as following by mail to the office. (Simplified Registered Express Mail only. The documents must reach the office on or before the deadline).
 - Those who are already residing in Japan and wish to take the entrance examination on September 10, 2023 should send the required documents by Friday, June 30, 2023. The result of the screening shall be notified to the applicant by Thursday, July 20, 2023 to the applicant's present address by mail.
 - Those who are already residing in Japan and wish to take the entrance examination on Sunday, February 11, 2024 should send the required documents by Thursday, November 30, 2023. The result of the screening shall be notified to the applicant by Monday, December 25, 2023 to the applicant's present address by mail.
 - Those who are residing abroad should send the required documents by Friday, June 30, 2023. The result of the screening shall be notified to the applicant by Thursday, July 20, 2023 by e-mail.
 - <Documents Required for Application Eligibility Screening>
 - Application Form for Eligibility Screening for Application and Curriculum Vitae (Prescribed Form GS③ or GS④)
 - Certificate of Graduation and Official Transcripts
 - (Proved by the president of the final school which the applicant graduated from) • A Personal Statement
 - (A4 sized paper, horizontal writing, approximately 1,000 words, Word is accepted) • Academic Performance as a substitute for a master's thesis
 - (There is no fixed minimum number of the theses nor word count in a thesis)
 - (This only applies to the applicant for Doctoral Program)
 - Reference Materials for Eligibility (Optional)
 - Certificates or Documents to prove that the applicant has:

-National Qualifications

- -Foreign Language Proficiency
- -Academic History after graduating from the final school which the applicant completed
- -Research or Activity Experiences
- -Qualities and Ability relevant to applicant's working background, position, specialized/professional field
- 5 : Applicants who have any questions concerning the qualifications other than above Note3, 4 should consult the Office of International Students prior to application.
- 6 : Admission will be denied if the applicant who passes the entrance examination does not meet the application requirements by the end of March 2024.

I. Degree, Major, Cluster, Student Status and Number of Students Admitted

Degree	Major	Cluster	Student Status	Number of Students Admitted
Maatar	Clabel Chudies	American Studies Cluster	Regular	Limited
Master	Global Studies	Contemporary Asian Studies Cluster Global Society Studies Cluster	Special	Limited
Dh D	Clabel Chudies	American Studies Cluster	Regular	Limited
Ph.D.	Global Studies	Contemporary Asian Studies Cluster Global Society Studies Cluster	Specia1	Limited

** Standard period of study is 2 years for Master's Program and 3 years for Doctoral Program.

II. Application Schedule

Fall 2023 Application

Degree	Admission Type	Residence	Student Status	Application Period	Examination Date	Notification of Result
		Ionon	Regular	July 7 (Fri), -	September 10 (Sun), 2023	
Master	General	Japan	Special	July 31 (Mon), 2023	_	September 22 (Fri),
Ph.D.	Applicants	Abroad	Regular Special	No later than 5:00 p.m. (Japan time)	Documentary Screening	2023

Spring 2024 Application

Degree	Admission Type	Residence	Student Status	Application Period	Examination Date	Notification of Result
Master			Regular	December 26 (Tue), 2023-	February 11 (Sun), 2024	
waster	General	Isnan	Special	January 11 (Thu), 2024	Documentary Screening	Estructure 22 (Erri) 2024
	Applicants	Applicants Japan	Regular	No later than 5:00 p.m.	February 11 (Sun), 2024	February 23 (Fri), 2024
Ph.D.			Special	(Japan time)	Documentary Screening	

** Our office is closed from December 29 (Fri), 2023 to January 8 (Mon), 2024. We will be unable to answer phone and email inquiries during this period.

IV. Application Procedure

Fall 2023 Application

Global

Studies

Degree	Admission Type	Residence	Student Status	Application Fee	Period for Payment of Application Fee	Application Period
		Isnan	Regular	15,000 yen		July 7 (Fri), -
Master	General		Special	10,000 yen	June 30 (Fri), - July 31 (Mon), 2023	July 31 (Mon), 2023 No later than 5:00 p.m. (Japan time)
Ph.D.	Applicants		Regular Special	10,000 yen		

Spring 2024 Application

Degree	Admission Type	Residence	Student Status	Application Fee	Period for Payment of Application Fee	Application Period
Master			Regular	15,000 yen		December 26 (Tue), 2023-
	General	lanan	Special	10,000 yen	December 18 (Mon), 2023- January 11 (Thu), 2024	January 11 (Thu), 2024 No later than 5:00 p.m.
Dh D	Applicants		Regular	15,000 yen		
Ph.D.			Special	10,000 yen		(Japan time)

As for the payment of the Application Fees, the important notes on application documents and submission, see on page 15 to 16 and "III. Payment of Application Fees" on page 279 to 283.

List of Required Documents for Applicants to the Graduate School of Global Studies for April 2024 Entry

Name

Circle one you are applying for

Master's Program · Doctoral Program

Check the box \Box to confirm you have prepared all the required documents, and submit the required documents together with this checklist. Print and keep a copy of this checklist for your record as you may be inquired regarding your submission of the documents.

NOTES: Applicants corresponding to the following A \cdot B are exempted from submission of a part of required documents, which are listed below (%).

- B: International student of the Graduate School of Global Studies, Doshisha University (Special Student of Doctoral Program)
 Graduated or expected to graduate from the Graduate School of Global Studies, Doshisha University (Master's Degree) by the end of March 2024
 - Graduated from the Graduate School of American Studies, Doshisha University (Master's Degree)
 - ** Above-mentioned applicants are exempted from the submission of the documents 2, 3, 4, 5, 8 and 9 in the list below.

	Type of Document	Note	Check	For office use only
1	Application for Admission to Doshisha University (Prescribed Form $$	Application form should be filled out by the applicant. ID photo must be attached. Please specify one of the three clusters (American Studies Cluster, Contemporary Asian Studies Cluster, or Global Society Studies Cluster) you wish to be considered for admission in the field "Course/Cluster" in 7. Write "19. The reason for applying to Doshisha University" in Japanese or English.		
2	Letter of Graduation Confirmation or Graduation Certificate ※Except Applicants A · B	Original: may be returned to the applicant upon request For details, see page 15 [5. Important Notes on Application Documents] ③ and ④. *Applicants to the doctoral program; both graduation certificate and certificate of Master's degree should be submitted if both certificates are issued.		
3	Official Transcripts ※Except Applicants A · B	Original: may be returned to the applicant upon request For details, see page 15 5. Important Notes on Application Documents ③ and ④. 1) Master's Program A list of all undergraduate credits obtained at the applicant's college or university. 2) Doctoral Program A list of all previous undergraduate and graduate study credits obtained at the undergraduate and graduate courses.		
4	One Letter of Recommendation (Prescribed Form ②) ※Except Applicants A ⋅ B	Written by a faculty or a staff member of an educational or research institution. *MUST be sealed by a recommender.		
5	Prescribed Form for Proficiency in Languages (Prescribed Form GS①) ※Except Applicants B	Submit this form even if you have not taken a language proficiency exam. (In that case, please evaluate your abilities using the prescribed form.)		
6	Request Sheet for the Main Faculty Research Advisor (Prescribed Form GS②-1~3)	Fill out and submit a prescribed form of the cluster you wish.		
7	Plan for Study at Doshisha University	Master's Program Are resary which consists of four sections described below must be written in Japanese OR English on A4-size paper. **The lan must be typed and printed on yone side only. Your name must be written on the back below must be section (1) in Japanese must submit an English summary with a title of section (19) Your Academic One cide section Research Proposal for this Program This section should be approximately 2,500 Japanese characters or 1,000 words (in English) long, and should include [11 to [3] below. 11 The title of the research in the relevant fields, what will be elucidated, and to what extent it will be pursued in the two years. (3) A bibliography: If necessary, literature in languages other than your native language should be included. NOTE: [11-[3] should be clearly stated in order. Section (2) Your Academic Background and Accomplishments Please indicate the university, faculty, and department you graduated from and specify what you studied there. If you studied alroad while an undergraduate, please indicate the country and the institution you visited and what you studied there. If you have any work experience (especially that related to your research area at the Graduate School), please list it with your job descriptions. Those who write Section (3) apanese characters or 80 words (in English) long. Section(3) Reasons for Applying to this Program Nita section should have 1.200 characters or less in Japanese or 500 words or less in English. Section(3) Reasons for Applying to this Program Should be approximat		

Global Studies

Master's Program · Doctoral Program

		Master's Program · Doctoral		
	Type of Document	Note	Check	For office use only
8	Master's Thesis or Equivalent (Applicants to the Doctoral Program only) ※Except Applicants B	Please submit one copy of your Master's thesis or an equivalent. (It can be a draft or an unpublished manuscript.) Those who submit thesis written in other language than Japanese or English should create and submit table of contents and abstract in Japanese or English (approximately 4,000 characters long in Japanese / 1,000 words in English). Please contact the Office of the Graduate School of Global Studies for further questions.		
	-Applicants to the Master's Program and Doctoral Program residing abroad (all clusters) -Applicants to the Doctoral Program of American Studies Cluster residing in Japan Certificate of Language Proficiency [Submission is required]	-Applicants residing abroad (all clusters) -Applicants to the Doctoral Program of American Studies Cluster Please submit the original certificate of the most recent TOEFL iBT®TEST, TOEFL® PBT TEST, TOEIC® LISTENING AND READING TEST (TOEIC®TEST) or IELTS (Academic Module) (original certificate). For the 2024 entrance examination, the original certificate acquired with the TOEFL iBT® Home Edition (TOEFL iBT® Special Home Edition), IELTS on Computer, IELTS for UKVI or IELTS online is also acceptable. Those who have the certificate of graduation or graduation letter from a college or a graduate school in a country where English is an official language are exempted from the submission of certificate of TOEFL iBT®TEST, TOEFL® PBT TEST, TOEIC®LISTENING AND READING TEST (TOEIC®TEST) or IELTS (Academic Module). Please check the right box □ if you intend to send your TOEFL ®Test or IELTS score report directly from the	Enclosed to Application Documents OR	
	Except Applicants B Except Applicants to the Doctoral Program of Contemporary Asian Studies Cluster and Global Society Studies Cluster residing in Japan	test center to Doshisha University. Only the score reports which reach Doshisha University on or before the application deadline can be accepted. (Score reports delivered to Doshisha University prior to the application period are also acceptable.) Note we do not respond to the applicants' inquiries about the arrival of their score reports. DI code for TOEFL score report (Institutional Score Report / Official Score Report) is 7078. Electronic IELTS score report will be accepted as well only if it is sent directly from the test center to Doshisha University. In this case, please specify the Graduate School of Global Studies as the destination. If you apply with a TOEIC® LISTENING AND READING TEST score, submit the original Official Score <u>Certificate issued on paper (not a printed digital version)</u> .	Exempted from the submission of Certificate	
9		Applicants to the Master's Program (all clusters) residing in Japan Please submit one original certificate or score report of the following to show your language proficiency. It will be used as a reference for evaluation. A copy is not acceptable. ① TOEFL iBT® TEST or TOEFL® PBT TEST ② TOEIC® LISTENING AND READING TEST (TOEIC® TEST) ③ IELTS (Academic Module) ④ The United Nations Associations Test of English, Level A ⑤ The EIKEN test in Practical English Proficiency, Grade 1 ⑥ Certificate of graduation or expected graduation from a university in a country where English is an official language. In addition, those who intend to choose Chinese Studies, Korean Studies, or Japanese Studies in the Contemporary Asian Cluster are encouraged to submit one original certificate or score report of the following as objective proof of their language proficiency. It will be used as a reference for evaluation. A copy is not acceptable. Chinese Studies; For These Who Are Not Native Chinese Speakere	Enclosed to Application Documents	
	Applicants to the Master's Program (all clusters) residing in Japan Certificate of Language Proficiency [Submission is optional]	 Chinese Studies: For Those Who Are Not Native Chinese Speakers The Chinese Proficiency Test (HSK), administered by the Ministry of Education of the People's Republic of China The CHUKEN test, administered by the Society for Testing Chinese Proficiency, in Japan Korean Studies: For Those Who Are Not Native Korean Speakers The Test of Proficiency in Korean (TOPIK) administered by the National Institute for International Education (NIIED) The Korean Language Proficiency Test administered by the Korean Language Proficiency Association Japanese Studies: For Those Who Are Not Native Japanese speakers The Japanese-Language Proficiency Test (JLPT) administered by the [Japan Foundation For the 2024 entrance examination, the original certificate acquired with the TOEPL iBT® Home Edition TOEFL BT® Special Home Edition). JELTS on Computer, IELTS for UKV1 or IELTS Sonie rais also acceptable. Please check the right box if you intend to send your TOEFL®Test or IELTS score report directly from the test center to Doshisha University. Only the score reports which reach Doshisha University on or before the application 	Submit from the test center	
	Applicants residing in Japan Copy of Resident Card or Certificate of Items Stated in Resident Register (Must be	Application dealers accepted. Sofer respond to the application inversity prior to the application period are also acceptable.) Note we do not respond to the application is inquiries about the arrival of their score reports. DI code for TOEFL score report (Institutional Score Report / Official Score Report) is 7078. Electronic IELTS score report will be accepted as well only if it is sent directly from the test center to Doshisha University. In this case, please specify the Graduate School of Global Studies as the destination. If you apply with a TOEIC® LISTENING AND READING TEST score, submit the original Official Score Certificate issued on paper (not a printed digital version).		
10	Applicants residing abroad Copy of Passport or Copy of an Official Government- issued ID * Read 3. Residence [Japan or Abroad] under [1. Application Flowchart] on page 5 carefully and submit the document required for the category	 Either of the following ① or ②: ① Resident Card: submit copies of both front and back of the card, in A4 size. ② Certificate of Items Stated in Resident Register: must include nationality, status of residence, period of stay and date of expiration. [Applicants residing abroad] Either of the following ① or ③: ① Passport: submit a copy of the page, in A4 size, which includes your photograph and name. ③ If you do not have a passport, a copy of an official government-issued ID with your photo must be submitted. 		
11	that applies to you. Examination Admission Card	Please fill out the examination admission card. After receipt of the completed documents, an examination		
12	(Prescribed Form ④) Photo Identification Card (Prescribed Form ④)	admission card with examinee's number printed on it will be sent only to [Japan] applicant for [Regular] student. Affix photograph in space provided on photo identification card. (Photograph should have been taken within 3 months prior to application and should be 3cm H × 2.4cm W, clearly displaying a frontal, hatless view of the upper part of the body. Be sure to write your name and birth date on the back of the photograph.) When your admission is permitted, the photograph will be used for your student ID card, database of students admitted, etc.		
13	Proof of Payment of Application Fee	Payment by credit card Submit a copy (A4-size or similarly sized paper) of the remittance "Result" page. Payment at convenience store (Applicants residing in Japan only) Paste the certificate of payment on the prescribed "Pasteboard for the Receipt of Remittance (Prescribed Form ⑦)." Payment by bank transfer (Applicants residing in Japan only) The receipt of the remittance of the Application Fee (Prescribed Form 0.1, (6-2, 6-3 or 6.4) bearing the authorization of the remittance bank must be pasted onto the prescribed "Pasteboard for the Receipt of Remittance" (Prescribed Form ⑦). Remittance from a financial institution (Applicants residing abroad only)] Submit the receipt of the remittance bearing the authorization of your our remittance bank.		
14	Mailing Label (Prescribed Form (5))	Please write your name and mailing address to receive information about examination and your examination result, etc.		
15	List of Required Documents	Please make sure that you have all the required documents with the checklist, which must be		
-	(this form)	submitted along with the required documents. Those who wish to have their original document(s) returned		
/		Does your request for returning original document include 1) name of the document, 2) your name, and 3)		
	Request for Returning Original Document ※No Prescribed Form	address to which the document should be returned? *Documents submitted will generally not be returned to the applicant; however, document(s) that cannot be reissued, such as a diploma, may be returned. *We will return such document(s) only when a request for returning original document is enclosed in the application packet.		

Global Studies

VI. Selection Process

Degree	Admission Type	Residence	Student Status	Selection Process
		Japan General	Regular	The selection is made based on a comprehensive consideration of the application documents and the result of oral examination.
Master	Ster General Applicants		Special	Admission will be decided solely on application documents. When necessary,
		Abroad	Regular Special	we may ask questions online to the applicants individually about the contents of research plans, etc. Also, prior to the application, applicants are strongly recommended to contact a professor whom they wish to work with.

Degree	Admission Type	Residence	Student Status	Selection Process
	General	Japan	Regular	The selection is made based on a comprehensive consideration of the application documents and the result of oral examination. Also, prior to the application, applicants are strongly recommended to contact a professor whom they wish to work with.
Ph.D.	Ph.D. Applicants		Special	Admission will be decided solely on application documents. When necessary,
			Regular Special	we may ask questions online to the applicants individually about the contents of research plans, etc. Also, prior to the application, applicants are strongly recommended to contact a professor whom they wish to work with.

Examination Admission Card (for Applicants of "Residence: Japan" AND "Student Status: Regular")

Numbered examination admission cards will be sent out around August 31, 2023 for fall 2023 application or February 2, 2024 for spring 2024 application after confirmation that the applicant is qualified to apply. If you do not receive the examination admission card by September 5, 2023 for fall 2023 application or by February 6, 2024 for spring 2024 application, contact the Office of the Graduate School of Global Studies.

- ** After the University receives their application forms, applicants will be notified of the place and time of the written and oral examinations.
- *Inquiries regarding the venue, time, subjects, etc. of the entrance examination after receiving the examination admission card may be directly sent to the Office of Graduate School of Global Studies.

WI. Examination Date / Subjects / Venue

Master's Program (Regular Students)

American Studies Cluster

Date of examination	9:30	~	Examination Venue
September 10, 2023		Oral Examination	Karasuma Campus
Date of examination	9:30	~	Examination Venue

Contemporary Asian Studies Cluster

% Please be aware that courses in Contemporary Asian Studies Cluster Master's Program are basically conducted in Japanese.

Date of examination	9:30	~	Examination Venue
September 10, 2023		Oral Examination	Karasuma Campus
Date of examination	9:30	~	Examination Venue
February 11, 2024		Oral Examination	Karasuma Campus

Global Society Studies Cluster

Date of examination	9:30	~	Examination Venue
September 10, 2023		Oral Examination	Karasuma Campus
Date of examination	9:30	~	Examination Venue
February 11, 2024		Oral Examination	Karasuma Campus

(1) Selection will be made based on application documents and oral examination.

- (2) In the oral examinations, questions about research plans will be asked in Japanese or English. Questions may also be asked about language proficiency in Chinese, Korean, or Japanese to applicants for Contemporary Asian Studies Cluster. Reference materials cannot be brought into the examination room.
- (3) Depending on the number of applicants, some oral examinations might be scheduled for the afternoon.
- (4) Those who have arrived more than 15 minutes late for the meeting time are not permitted to take the examination.
- (5) If the school determines that it is difficult to conduct the entrance examination due to a contingency like a natural disaster, alternative measures may be taken, such as postponing it or the examinations may be conducted online. In such cases, details will be announced on the Graduate School's website.

Doctoral Program (Regular Students) American Studies Cluster

Date of examination	9:30	~	Examination Venue
September 10, 2023		Oral Examination	Karasuma Campus
Date of examination	9:30	~	Examination Venue
February 11, 2024		Oral Examination	Karasuma Campus

Contemporary Asian Studies Cluster

Date of examination	9:30	~	Examination Venue
September 10, 2023		Oral Examination	Karasuma Campus
Date of examination	9:30	~	Examination Venue
February 11, 2024		Oral Examination	Karasuma Campus

Global Society Studies Cluster

Date of examination	9:30	~	Examination Venue
September 10, 2023		Oral Examination	Karasuma Campus
Date of examination	9:30	~	Examination Venue
February 11, 2024		Oral Examination	Karasuma Campus

(1) Selection will be made based on application documents and oral examination.

- (2) In the oral examinations, questions about research plans will be asked in Japanese or English. Questions may also be asked about language proficiency in Chinese, Korean, or Japanese to applicants for Contemporary Asian Studies Cluster. Reference materials cannot be brought into the examination room.
- (3) Depending on the number of applicants, some oral examinations might be scheduled for the afternoon.
- (4) Those who have arrived more than 15 minutes late for the meeting time are not permitted to take the examination.

(5) If the school determines that it is difficult to conduct the entrance examination due to a contingency like a natural disaster, alternative measures may be taken, such as postponing it or the examinations may be conducted online. In such cases, details will be announced on the Graduate School's website.

W. Notification of Result

Fall 2023 Application: Spring 2024 Application:

September 22 (Fri), 2023 February 23 (Fri), 2024

See "IV. Notification of Result" (page 284).

For your reference, see "V. Initial Registration Procedures" and "VI. Other Important Information" (page 288-292).