



KYUSHU UNIVERSITY

INTERNATIONAL PROGRAMS IN LAW

International Economic & Business Law LL.M. Program
Application Guidelines for Recipients of a Japanese Government
Embassy Scholarship
(For October 2014 Admission)

1. Introduction

Please read the following Application Guidelines before submitting an application.

Please note that this application process only covers admission for the International Economic & Business Law (*IEBL*) LL.M. program. The procedure for confirmation of the Embassy Scholarship is different. Please consult with your local Japanese Embassy for further details.

For further details on the *IEBL* program see:

<http://www.law.kyushu-u.ac.jp/programs/english/>

2. Admission Requirements

For admission to the *IEBL*, applicants must meet the following requirements:

1. A degree in Law from an accredited university.
2. A good command of English. A TOEFL score of 237+ (computer-based), 580+ (paper-based), or 92+ (Internet-based) or equivalent is required for non-native English speakers.
3. Sufficient financial support for the duration of the program.

3. Application Materials

Applicants are requested to submit by registered airmail or equivalent (i.e. Federal Express, DHL etc.), **an original and one copy** of the following documents to the Faculty of Law, Kyushu University **before August 30, 2013** (applications arriving after that date cannot be accepted).

1. Completed **IEBL Application Form** (form attached below).
2. A photocopy of the **Graduation Certificate** of the last university or graduate school attended OR a **Certified Letter** from the university at which the applicant is currently attending, stating the expected graduation date.
3. **Two Letters of Recommendation** from the Dean, the applicant's supervising professor or other teaching staff who have had direct contact with the applicant; or from a supervisor in the employing body with personal knowledge of the applicant (forms attached below).
4. For non-native speakers, **proof of English proficiency** must be provided. A TOEFL score of 237+ (computer-based), 580+ (paper-based), or 92+ (Internet-based) or equivalent is required for non-native English speakers.
5. A copy of **all** application materials submitted to the Japanese Embassy or other diplomatic mission (e.g. Scholarship Application Form(s), research plan, Official School Transcript etc.).
6. A copy of the “**Passing Certificate of the Primary Screening**” issued by the Japanese Embassy.

All application materials should be typed **in English** on the attached forms or additional sheets of A4 paper.

In the event materials required above are in a language other than English or Japanese, a translation into one of these languages must be attached.

Application materials will **not** be returned to applicants.

4. Notification of Result

Students will be informed of the result of their application by late September.

5. Warning

Successful applicants will have their enrollment at Kyushu University withdrawn immediately in the event of **any** of the following:

- If the applicant is found to have made false statements on his/her application.
- If the applicant is subject to disciplinary measures or has been found to have no promise for academic achievement by the University.
- If the applicant is absent from University for a prolonged period of time without permission.
- If the applicant has insufficient resources to finance their studies in Kyushu University.

6. Inquiries

Inquiries regarding this program should be addressed to:

Admission Office of the LL.M. Program,
Graduate School of Law, Kyushu University,
6-19-1 Hakozaki, Higashi-ku,
Fukuoka 812-8581, Japan.

Fax: 81[Japan]-92-642-4162

E-mail: *admission@law.kyushu-u.ac.jp*



KYUSHU UNIVERSITY

INTERNATIONAL PROGRAMS IN LAW

International Economic & Business Law (LL.M.) Application Form

1. APPLICANT INFORMATION					
Last Name		First		Middle	
Contact Address					
Nationality		E-mail			
Phone			Please paste a passport sized photo here		
Age					
Date of Birth					
Gender	<input type="checkbox"/> M <input type="checkbox"/> F				
2. EDUCATION HISTORY					
Elementary School					
Attended From – To					
Secondary School (1)					
Attended From – To					

Secondary School (2)			
Attended From - To			
Higher Education			
Attended From-To		Degree Awarded	
Higher Education			
Attended From-To		Degree Awarded	
Total Years of Schooling	___ Years		
3. EMPLOYMENT HISTORY			
Name & Address of Employer			
From - To		Position	
Name & Address of Employer			
From - To		Position	

4. ENGLISH ABILITY (Please indicate your TOEFL [or equivalent] score)

5. THESIS PROPOSAL (In less than 1,000 words, please write a research proposal for a topic that is suitable for an LL.M. program.)

PROPOSED THESIS TITLE:

SUMMARY:

6. SCHOLARSHIP			
Do you wish to be considered for a Japanese Government Scholarship? (By answering NO to this question you are indicating a willingness to privately finance your studies at Kyushu University.		<input type="checkbox"/> YES <input type="checkbox"/> NO	
If you answered YES to the above question and are NOT awarded a scholarship would you be willing to enroll as a privately financed student at Kyushu University?		<input type="checkbox"/> YES <input type="checkbox"/> NO	
7. DECLARATION & SIGNATURE			
I certify that my answers are true and complete to the best of my knowledge.			
If this application leads to my enrolling at Kyushu University, I understand that false or misleading information in this application may result in my enrollment at Kyushu University being terminated.			
SIGNATURE		DATE	

CANDIDATE APPLICATION CHECKLIST

1. Completed Application Form
2. Proof of English Proficiency
3. **TWO** Recommendation Letters
4. Transcript from university
5. Degree Certificate

(Optional) Could you please indicate how you became aware of the IEBL program at Kyushu University, (e.g. Internet, friend, poster, pamphlet etc.)

OFFICE USE ONLY	1	2	3	4	5	NO. _____
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RECOMMENDATION (1)

on behalf of

Mr.

Name of Applicant (Print) : Mrs. _____ , _____ , _____

Miss. Last

First

Middle

To the RECOMMENDER: Please write a statement concerning the applicant, stating how long and in what connection you have known him/her, your estimate of his/her character, your appraisal of the applicant's promise of success as a graduate student and his/her potential for independent research (use space below).

CONFIDENTIAL

IMPORTANT: Please evaluate the applicant's qualification, compared with the last 5 years students, by checking the appropriate space below, and specifying first the group with which you have compared him/her.

QUALIFICATION	Excellent (upper 5%)	Good (6-20%)	Satisfactory (21-50%)	Average or below (lower 50%)	No basis for judgement
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① KNOWLEDGE

Intellectual ability					
Knowledge in subject of proposed study					
General knowledge					

② GOOD JUDGEMENT & EXPRESSION

Imagination					
Oral Expression					
Written Expression					

③ COMMON SENSE

Industry and Perseverance					
Emotional stability					
Inquisitiveness & independence					

④ CONCLUSION (Overall potential as)

Teacher					
Scholar (research fellow)					
LL.M. holder					
LL.D. holder					

Signature _____ Date _____

Name _____

Position _____

Institution _____

Relationship to Applicant _____

Address _____

Phone Number _____ Fax Number _____

E-mail _____

We highly appreciate the time and effort that you have taken to provide us with these comments.
CONFIDENTIAL: please return this letter directly to Kyushu University OR place in a sealed envelope and return to the candidate.

RECOMMENDATION (2)

on behalf of

Mr.

Name of Applicant (Print) : Mrs. _____ , _____ , _____

Miss. Last

First

Middle

To the RECOMMENDER: Please write a statement concerning the applicant, stating how long and in what connection you have known him/her, your estimate of his/her character, your appraisal of the applicant's promise of success as a graduate student and his/her potential for independent research (use space below).

CONFIDENTIAL

IMPORTANT: Please evaluate the applicant's qualification, compared with the last 5 years students, by checking the appropriate space below, and specifying first the group with which you have compared him/her.

QUALIFICATION	Excellent (upper 5%)	Good (6-20%)	Satisfactory (21-50%)	Average or below (lower 50%)	No basis for judgement
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④ CONCLUSION (Overall potential as)

Teacher					
Scholar (research fellow)					
LL.M. holder					
LL.D. holder					

Signature _____ Date _____

Name _____

Position _____

Institution _____

Relationship to Applicant _____

Address _____

Phone Number _____ Fax Number _____

E-mail _____

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