

Graduate School of Media Design

Explanatory Notes of the Web Entry

■ Application and Admission Details

- (1) While Crash Course and Introductory classes in spring semester will be conducted only in Japanese, those in fall semester will be held only in English. Applicants who wish to enroll in April should have sufficient Japanese proficiency, and those who wish to enroll in September are required for sufficient English proficiency. Please keep this in your mind when you decide your enrollment time.
- (2) If you apply for the doctoral program, please choose the language which you would like to use at the second screening test.

■ Real Project

[For only those applicants to master's program] Please select Real Projects in which you are currently interested.

■ Supervisor

[For only those applicants to doctoral program] Please select the name of a(n) (associate) professor whom you wish to have as your supervisor, and input the approval number which the faculty member provides to you.

■ Applicant's Name

Your registered name here will be used on students' list of lectures and documents of the university.

- (1) If you are foreign nationals, please input your name which appears on 'Passport'.
- (2) If the name registered on 'Passport' is not in kanji and/or if you are not sure about kana, please enter your name exactly as it appears in your passport to all name fields in capital letters of alphabet.
- (3) If your family name follows your first name in a normal way, please put comma, ',' right after your family name.
- (4) If you wish to input your middle name, please write only the initial letter of it.
- (5) If foreign nationals wish to use an alias name, only which is registered on 'Juminhyo', which is a certificate for Status of Residence issued in Japan, is accepted.

■ Other Personal Details (Address, Telephone Number, E-mail, Date of Birth, Nationality)

- (1) Please write your home address without any abbreviation.
- (2) Please write the number of fixed-line phone at your home. In case you only have your mobile phone, you may input that number. In either case, in order for us to contact you easily, please write your mobile phone number.
- (3) Please write your e-mail address of your personal computer. The e-mail address of mobile phones is not acceptable.

- (4) Please input the date of your birth as follows; yyyy/mm/dd
- (5) Please search your nation code and select the number. Only if you are not able to find the appropriate code, you may input 'Nation' of your own.

■ Education

- (1) Please describe your academic background after entrance of an elementary school. If you attended an elementary school in Japan, describe from entrance of the junior high school.
- (2) Please search the university or universities of your (under)graduate school(s) which you graduated or are expected to graduate from. Only if you are not able to find the appropriate code, you may input 'University name' of your own.
- (3) Please input your graduation or graduating year as follows; yyyy/mm/dd
- (4) If you need to write more than two graduated or graduating universities, please click "Add input fields."
- (5) If you are a Keio University student or graduate, please input your last student number when you belong(ed) to Keio University's undergraduate programs or graduate school except Keio University's Correspondence Course and non-degree students.

■ Research Papers

Bachelor's thesis / Master's thesis

If you have not decided on the title or theme of your thesis in detail, please describe what kind of research you are going to or have been conduct(ing).

■ An Organization or a Company You Currently Belong to

Please write your company or institution which you are working as well as the working period.

■ Employment History

Please input period, name of organization, and name of division/section. If you currently belong to the organization, please leave the corresponding ending year and month blank.

■ Language Ability

- (1) Please select or input your mother tongue.
- (2) If your mother tongue is neither Japanese nor English, please select your proficiency level from 1(elementary) to 5(advanced). Please describe your official language test result as well, if any. Please input the score or achievement of either of them such as Japanese Language Proficiency Test or TOEFL.

■ Skills, Hobbies and Others

Please describe your skills, hobbies and any other mentions, if any.

■ Tuition to Be Paid by

Please select a payer of tuition.

■ **Guarantor**

- (1) A guarantor must be an adult living in Japan who is making an independent living and can take responsibility for financial and personal matters of the applicant. If you do not have any guarantor in Japan, please select “If you don't have Guarantor in Japan, please check this box”. If it is your case, you do not have to input the guarantor’s details.
- (2) A guarantor must take responsibilities for the following:
 1. To be responsible for the applicant for the compliance with the rules and regulations, proper conduct, and all educational expenses during the period enrolled in Keio University.
 2. To contact the applicant to make arrangements to obtain necessary application materials for admission and immigration purposes in case of incomplete documentation.

■ **Previous Participation in Guidance Held Before**

This inquiry is just for our survey and has nothing to do with the result of the screening.

■ **Password for Activation**

Please make sure not to forget your password which you set here because it will be necessary to revise and print out your registry information as well as to check announcement of results and go through admission procedures.