Kwansei Gakuin University

Institute of Business and Accounting

Graduate Department of Advanced Management (Ph.D.)

Entrance Examination Information
Fall 2027
(Applicants resident overseas)

Institute of Business and Accounting
Kwansei Gakuin University
1-155 Uegahara Ichibancho
Nishinomiya, Hyogo 662-8501, Japan
Email: ibaoffice@kwansei.ac.jp

School Motto " Mastery for Service "


Dr. Bates

Kwansei Gakuin University is an independent institution for higher education, offering Bachelor's, Master's, and Doctoral degrees in over 35 different disciplines to a student body of about 25,000, including approximately 800 foreign students. The University maintains academic standards that rank among the highest of all Japanese universities and colleges. The educational system at this institution is built on Christian principles, exemplified by its motto, "Mastery for Service," coined by Dr. C.J.L. Bates, the fourth Chancellor.

This emphasizes that students should not only strive for academic excellence in order to further their own careers, but should also nurture their personality and character for the purpose of serving others and society as a whole. This spirit continues to inform all the educational activities of the University.

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Institute of Business and Accounting, Kwansei Gakuin University
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Contents

OUTLINE OF THE DEPARTMENT OF ADVANCED MANAGEMENT 1

ENTRANCE EXAMINATION 2

I ADMISSION POLICY 2
II STUDENT INTAKE 2
III QUALIFICATIONS FOR APPLICATION 2
IV APPLICATION PROCEDURES 3
V SELECTION PROCEDURE 6
VI EXAMINATION TIMETABLE, CONTENT AND LOCATION 6
VII ANNOUNCEMENT OF EXAMINATION RESULTS 6
VIII ADMISSIONS PROCEDURES 7
IX TUITION AND OTHER FEES 8
X SCHOLARSHIPS 8
XI PROTECTION OF PERSONAL DATA 9

Outline of the Department of Advanced Management

1. Title : Institute of Business and Accounting, Kwansei Gakuin University

2. Program : Department of Advanced Management (Ph.D.)

Degree Awarded: Doctor of Philosophy (Management)

Number of Students: 18 (annual entry quota: 6)

Location: Nishinomiya Uegahara Campus

3. Status : Independent Graduate School

4. Normal period of Degree program : 3 years

5. Date of Establishment : April 1, 2008 .

6. Class hours : Daytime, evenings and weekends

Since some lectures will be held at the Osaka Umeda Campus, students will be expected to travel to this Campus as well as to the Nishinomiya Uegahara Campus.

		Advanced Management（Ph.D.）
		Fall Entry
Number of annual intake		4
Number of Fall intake		2
Examination schedule	Application period [Applications must arrive at IBA office within this period]	Monday, January 18 ～ Monday, January 25, 2027
	Essays in Academic Discipline	【Distribution of Essay Topics】 Tuesday, January 26, 2027 【Submission Deadline】 Thursday, February 4, 2027
	Interview [Online]	Thursday, February 11, 2027
	Announcement of result	Friday, February 19, 2027
Period of admission procedure Ⅰ (Payment of admission application fee)		Friday, February 19 ～ Friday, February 26, 2027
Deadline for admission procedure Ⅱ (Payment of tuition and other fees and submission of required documents)		Friday, June 18, 2027

Japan standard time (JST) is used for all times and dates.

The annual intake will be changed as follows starting with AY 2027 entering students.
Number of annual intake: 4
This information is planned and subject to change.

Entrance Examination

I Admission Policy

The Institute of Business and Accounting's Graduate Department of Advanced Management not only focuses on the development of researchers but also strives for research with high applicability and emphasizes real-world relationships and contributions to society. We deal with a broad array of issues related to management, including that of corporations and government organizations such as local governments. Our focus is on logically explaining various findings from the real world and increasing the applicability of the findings.
In entrance examinations, we comprehensively assess academic skills and the motivation to conduct research that contributes to the real world based on sophisticated research and excellent analysis.

II Student Intake

Spring entry: 2, Fall entry: 2, Total number of annual intake: 4

Academic Discipline:
Marketing, Finance, Financial Accounting, Public Governance, Healthcare Management

Supervisors:
Katsuhiko Okada
Mohammad Haider
Shusuke Hiragi
Noriaki Yamaji
※Please visit the following website for the area of expertise of each faculty:
http://researchers.kwansei.ac.jp/search?m=home&l=en

III Qualifications for Application

Persons fulfilling one of the conditions below are eligible to take the entrance examination:
1. Master's degree holders and those due to graduate from a Master's course by September, 2027.
2. Holders of professional school degrees and those due to graduate from professional school by September, 2027.
3. Persons who have, or expect to obtain by September 2027, a foreign university degree or a United Nations University degree which is equivalent to 1 or 2 above.
4. Persons who have received university education in a country other than Japan and have passed screening for fundamental abilities for Ph.D. research, and who are recognized by the Institute as having obtained an academic ability equivalent to a master's degree holder.
5. Persons, at least 24 years of age, recognized by the Institute, on the basis of a separate qualifying test, as having academic ability equivalent to 1 or 2 above.

Notes:
1) Persons unsure as to whether they are qualified to sit for the entrance examination should inquire to the office of the Institute of Business and Accounting (IBA office) (E-mail: ibaoffice@kwansei.ac.jp) at least one month prior to the start of the application period.
2) Persons wishing to be tested under the provisions of 5 above should contact IBA office (E-mail: ibaoffice@kwansei.ac.jp) without fail for detailed information in advance. Applicants should be aware that the closing date for the submission of the necessary documents for qualification exam is 2 weeks before the application period starts (which is by January 6).

IV Application Procedures

1. Application Period:

Monday, January 18 – Monday, January 25, 2027
(Applications must arrive at IBA office on or before the closing date.)
('Inquiry Form for Ph.D. Program Application' should reach us by January 6)

2. Method of Application:

1) Submission of 'Inquiry Form for Ph.D. Program Application'

Please fill in the "Inquiry Form for Ph.D. Program Application" and email it to IBA office (E-mail: ibaoffice@kwansei.ac.jp); we will see if faculties are capable to supervise you in your academic discipline. Please submit official application documents below after we confirm your eligibility and email you.

Academic discipline:
Marketing, Finance, Financial Accounting, Public Governance, Healthcare Management

2) Official Application

When you received application forms, please pay the entrance examination fee, and then send all of the application documents listed below to IBA office by postal mail.

Address	**Kwansei Gakuin University Institute of Business and Accounting** 1-155 Uegahara Ichibancho, Nishinomiya, Hyogo, 662-8501 Japan

3. Application Documents:

Application documents can be downloaded from the following website:
https://iba.kwansei.ac.jp/doctor/

All of the documents should be written in English, or at least English translation should be attached to the original documents written in other than English. If an applicant attaches the English translation, the translation requires embassy or appropriate notarization. If the applicant cannot get notarized translation, submit the translation officially certified by the university (or graduate school) the applicant attended most recently, or by a translation company, with the attachment of an official letter of translation as an evidence.

1) Application form	○ Applicants should fill in the form A-1, A-2 and B; and submit them after completing the payment of examination fee. ○ Paste a photograph taken in the last 3 months on the photograph form (form B). The photograph should be 4 cm. high and 3 cm. wide, of the upper body, full face, without hat. Please write your name on the back of the photograph. ○ Choose a category, an academic discipline and a supervisor on the form A-1. ○ Your examination slip will be sent to the E-mail address written on the form A-1.
2) Official Transcript *** Original transcript in a sealed envelope**	○ Issued by the last educational institution attended. ○ In addition, Applicants who have graduated from a university or completed a graduate school at a university in China (Excluding Hong Kong, Taiwan, and Macau.) are required to submit the certificates (in English) issued by the China Higher-education Information and Student Information (CHSI) or CHSI Agency in Japan to IBA office by the end of the application period. For details, please see the notes outside the column.

3) Graduation Certificate (or expected graduation certificate if you have not completed) *** Original transcript in a sealed envelope**	○ Issued by the last educational institution attended. (Unnecessary if the date of graduation or expected date of graduation appears on a transcript.) ○ In addition, Applicants who have graduated from a university or completed a graduate school at a university in China (Excluding Hong Kong, Taiwan, and Macau.) are required to submit the certificates (in English) issued by the China Higher-education Information and Student Information (CHSI) or CHSI Agency in Japan to IBA office by the end of the application period. For details, please see the notes outside the column.
4) Letter of Reference	○ Written by a teacher or your supervisor at the graduate school or professional school attended. (There is no prescribed form). The letter should be original with signature (photocopy or print out of email are not accepted). **IBA graduates are exempted from the submission of this letter.**
5) Information Sheet	○ To be filled in by the applicant on the prescribed form.
6) Research Proposal or Plan	○ To be written by the applicant on the prescribed form.
7) Thesis, or Individual research article	○ Submit master's degree thesis or individual research article.
8) Evidence of payment for the entrance examination fee	○ A copy of payment receipt
9) A copy of passport	○ A copy of personal information page(s)

Applicants who have graduated from a university or completed a graduate school at a university in China (Excluding Hong Kong, Taiwan, and Macau.) are required to submit the following certificates (in English) issued by the China Higher-education Information and Student Information (CHSI) or CHSI Agency in Japan to IBA office by the end of the application period.

①学歴認証書(Verification Report of China Higher Education Qualification Certificate)
②成績認証書(Verification Report of China Higher Education Student's Academic Transcript)
③学位認証書(Verification Report of China Higher Education Degree Certificate)

If you are going to submit an electronic verification report, you should prepare to have it emailed directly from CSSD (Center for Student Services and Development, Ministry of Education, P. R. China) to IBA office (E-mail: ibaoffice@kwansei.ac.jp) by the end of the application period. We ONLY accept an e-mail sent directly by the institutions and the email that is forwarded to the University by the applicants is invalid.

Please attach any of the following documents if available (for reference purposes, a photocopy is acceptable).

i. Certificates providing evidence of English language ability (TOEFL, TOEIC, IELTS, etc.)
ii. Certificates providing evidence of management-related knowledge (GMAT, etc.)
iii. Any other documents providing evidence of your knowledge, ability or relevant experience

Notes:

1) Applicants who require consideration due to illness, injury, or physical disability at the time of the examination and after the enrollment should inform IBA office (E-mail: ibaoffice@kwansei.ac.jp) at least one month before the application period starts so that appropriate arrangements can be made. Please contact IBA office about any concerns you may have regarding the admissions procedure.
2) A medical examination will be carried out upon entry to the University, so medical certificates are not required at this time.

3) Documents submitted and the entrance examination fee once paid will not be returned under any circumstances.
4) If you have any questions about the application procedures, please contact IBA office (E-mail: ibaoffice@kwansei.ac.jp) at least one month before the application period starts.
5) False statements on any documents or any misconduct will result in cancellation of admissions and eligibility for all entrance examinations for the relevant academic year.
6) If your present name differs from the name on any of your submitted documents, please attach explanatory documentation.

4. Entrance Examination Fee

Entrance Examination Fee	Payment Period
¥35,000	**Monday, January 18 – Monday, January 25, 2027**

1) Payment using credit card:
   (a) If you wish to pay the entrance examination fee by credit card, please access the URL below and follow the instructions. The payment by credit card can be made during the aforementioned payment period (Japan Time).
   URL: https://pay.f-regi.com/fc/kgu_exam/en/
   (b) When the payment has gone through, please print out the Completion of Payment Receipt and attach it to the application documents.
   (c) A service fee (918yen) will apply. The total fee will be 35,918 yen (entrance exam fee, 35,000 yen and service fee, 918 yen).
   (d) Once paid, the entrance examination fee cannot be refunded. Changes to or cancellation of your application will not be accepted. When making the payment, please make sure to select the correct type of entrance examination:

Type of Examination: 052: Graduate Department of Advanced Management (Ph.D.)
Fall Semester Entry (Overseas)

2) Payment by bank transfer:
Please remit the examination fee of 37,500 yen (entrance exam fee, 35,000 yen and bank transfer fee, 2,500 yen), taking into account the below a. to d.
   (a) Bank transfer fee of the Recipient's Bank in Japan (2,500 yen) is included to the application fee.
   (b) Remittance charges of the Sender's Bank in their home country are the applicant's responsibility. Bank transfer fee (2,500yen) for the Japanese bank will be deducted from the remittance. Please remit 37,500 yen.
   (c) Payment name must be made to the University's bank account in Japanese Yen (JPY).
   (d) Name of Sender must be identical name of the applicant; otherwise, payment may not be confirmed by the University.

<University Account Information>

Bank Name	Sumitomo Mitsui Banking Corporation	**Bank Number**	0009
Branch Name	Koto Branch	**Branch Code**	376
Branch Address	14-12 Rokutanji-cho, Nishinomiya, Hyogo 662-0918 Japan	**Account Number:**	1000257
Account Type	Ordinary Account (Savings Account)	**Swift Code**	SMBC JPJT
Account Name	KWANSEI GAKUIN		

<Remittance Method >

Type	Telegraphic Transfer	**Payment**	Advise and Pay
Paying Bank's Charges, if any	Payee's Account	**Currency**	Japanese Yen (JPY)

Notes:
1) The entrance examination fee is non-refundable.
2) Please remit the entrance examination fee first, then enclose a photocopy of the payment evidence to the application documents, and send them to IBA office. We shall start evaluating your application documents immediately on receipt of the fee and documents.

V Selection Procedure

Selection will be carried out on the basis of documents submitted by the applicant, a written examination (Essays in Academic Discipline), and an interview.

Notes:
1) Applicants should choose an academic discipline in advance.
   Academic discipline:
   Marketing, Finance, Financial Accounting, Public Governance, Healthcare Management

VI Examination Timetable, Content and Location

1. Examination Date:

Thursday, February 11, 2027

2. Examination Timetable

Time	Details		Location
	Examination	Score	
【Application Period】 Monday, January 18 — Monday, January 25, 2027	Application documents based assessment	40%	—
【Distribution of Essay Topics】 Tuesday, January 26, 2027 【Submission Deadline】 Thursday, February 4, 2027	Essays in Academic Discipline	40%	—
Thursday, February 11, 2027 (Exact time for each applicant will be announced after the application period)	Interview	20%	Online

Notes:
1) Applicants who are late for the interview will be excluded from the examination.
2) Cheating in the examination will result in disqualification of all entrance examinations for the relevant academic year.

VII Announcement of Examination Results

Friday, February 19, 2027

Results will be sent by email to the email address on the form A-1.

Note:
Telephone or email enquiries concerning entrance examination results will not be accepted.

VIII Admissions Procedures

Applicants who are successful in the entrance examination will be sent the 'Information for Successful Applicants' as well as a notification of your acceptance. They should complete the admissions procedures (Ⅰand Ⅱ) according to the 'Information for Successful Applicants' within the specified periods, and attend the entrance ceremony. Students who do not have Japanese nationality must also complete the procedures required to obtain residence status in Japan.

1. Admissions Procedure Ⅰ (Payment of admission application fee)

Please pay your admission application fee into the specified Kwansei Gakuin account. This must be received as Japanese Yen.

The fees must be paid between **Friday, February 19 and Friday, February 26, 2027.**

2. Admissions Procedure Ⅱ(Payment of tuition and other fees, and submission of documents)

A) Payment of tuition and other fees

Please pay the tuition and other fees into the specified Kwansei Gakuin account. This must be received as Japanese Yen.
Payment should be made by **Friday, June 18, 2027.**

B) Submission of Documents

Please submit the following documents to IBA office (E-mail: ibaoffice@kwansei.ac.jp) by **Friday, June 18, 2027.**
(1) A photo data to make your Student ID card
(2) Other documents as specified in the document 'Information for Successful Applicants'

3. Procedure for Acquiring Residence Status in Japan

In order to be admitted to the Graduate School of a Japanese university, applicants must apply to a Japanese diplomatic office (Embassy, Consulate-General, etc.) for a visa, and obtain the residence status of 'Student' (ryuugaku). To enable applicants to obtain this status, this University will apply to the Japanese immigration authorities for a 'Certificate of Eligibility' on behalf of successful applicants. Once this Certificate has been issued, the University will send it to the applicant, who should then go to the Japanese diplomatic office for a visa with the residence status of 'Student.' If a student intends to reside in Japan with a residence status other than that of 'Student', this procedure is unnecessary, but in this case applicants should inform IBA office of this fact.
The documents required the applicants to complete the above procedure will be sent to the applicants with the notification of acceptance and 'Information for Successful Applicants'. They should be completed and returned immediately, so that the immigration procedures can be commenced in good time.

4. Entrance Ceremony

Friday, September 17, 2027 (to be confirmed) at Nishinomiya Uegahara Campus.
*We shall inform you the time when it is fixed.

Notes:

1) Persons who fail to complete the admissions procedures (Ⅰand Ⅱ) within the time specified will be regarded as having no intention of entering the University, and their admission will be cancelled.
2) Admission application fee or admission fee, once paid, will not be refunded.
3) Simultaneously with the payment of tuition and other fees, the admission application fee (of the same amount as the admission fee) already paid during admissions procedure Ⅰ will be treated as the admission fee.
4) A request for refund of fees (other than the admission fee) can be considered only if application for a refund is made during a designated period. For details, please refer to the 'Information for Successful Applicants.'
5) Documents submitted will not be returned.
6) Please be aware that you will be required later to submit documents in addition to those listed above.

7) IBA office is open during the following hours:
Weekdays: 9:00 a.m. - 11:30 a.m., 12:30p.m. - 3:00 p.m.
Office is closed: On Saturdays, Sundays and public holidays when no classes are conducted; during from December 24 through January 5, and February 1 through 7.

IX Tuition and other fees

The tuition and other fees for the students enroll in AY2027 are as follows.

Unit: Japanese yen

	First Semester (At the time of entry)	Second Semester
Admission fee	200,000	—
Tuition	216,000	216,000
Education enhancement fee	65,500	65,500
Total	481,500	281,500

Notes:

1) In addition to the above, students are required to pay the following:
   (i) Alumni Association admission fee of ¥2,000 (This fee is not levied from Kwansei Gakuin University graduates.) *Only at the time of enrollment.
   (ii) Annual fee of ¥4,000 (¥2,000 per semester) to cover the cost of research journals distributed to students.
   (iii) The IBA Research Forum admission fee of ¥10,000 (This fee is not levied from IBA graduates.) *Only at the time of enrollment.
   The IBA Research Forum is an association for research and networking between faculty, students and IBA graduates.
2) Tuition and other fees are to be paid in two installments as follows:
   ・ Fall Semester (September 20 – March 31) - to be paid by November 9
   (In a student's first year these fees will be paid during the admissions procedure.)
   ・ Spring Semester (April 1 – September 19) - to be paid by May 19
   (Payment by direct debit)
3) Graduates of any master's program at Kwansei Gakuin University will be exempted from the admission fee despite that years have passed from graduation.

X Scholarships

1. International students whose residence status is "Student (ryugaku)"

KGU Tuition Reduction for Privately Funded International Students
30% tuition reduction for all students (Undecided for AY2027 and beyond) *1

2. International students whose residence status is other than "Permanent Resident," "Special Permanent Resident," "Spouse or Child of Permanent Resident," "Spouse or Child of Japanese National"

KGU Graduate School Scholarship for International Students *2

(a) Scholarship of about 50% of one year's tuition for approximately 40% of newly enrolled students: selection is made prior to admission based on the performance at the entrance examination.
(b) Scholarship of about 35% of one year's tuition for approximately 60% of all international students other than those awarded the above (a): selection is made after admission based on academic performance.

In addition to the above, private foundation scholarships may be available. Information about such scholarships will be provided after admission.

Notes:

*1. First-year students are required to pay the full amount of tuition for the first semester in Admission Procedure I. For those who have completed the application process for the tuition reduction, the 30% tuition reduction for the first semester will be made in the second semester.

*2. Scholarships will not be granted before your admission. Application/procedure information will be given at the Mandatory Orientation for the International Students, which will be held by Center for International Education and Cooperation (CIEC) before enrollment. CIEC will send a notification regarding the scholarship to kwic (KGU's student portal), so please be sure to check the information on your own and complete the application after enrolment**. Otherwise, you may not be able to receive the scholarship.**

3. Japanese nationals and international students whose residence status is "Permanent Resident," "Special Permanent Resident," "Spouse or Child of Permanent Resident," "Spouse or Child of Japanese National"

KGU Grant for Fostering Researchers in Ph.D. Program

Purpose:

To support Ph.D. students who aspire to play an active role in society by improving the environment they can devote to their research.

Eligible Students:

Students in Ph.D. program, except international students.

In order to receive this grant, students must apply for "Research Fellowship for Young Scientists by Japan Society for the Promotion of Science (JSPS)" after enrollment.

Amount:

Equivalent amount of annual school fees（including the Admission Fee at the time of enrollment, the Tuition, the Education enhancement fee）

Award Period:

One year. However, it may be extended based on screening and provided it does not exceed the standard program duration (three years).

Others

Please refer to the following website (Only available in Japanese):

https://www.kwansei.ac.jp/graduate/scholarship/

XI Protection of Personal Data

Personal data provided by applicants at the time of application is used by Kwansei Gakuin University for the purpose of selection, communication with applicants and preparation for enrollment. Appropriate steps are taken concerning the security of this information, in conformity with the Law Concerning the Protection of Personal Data.

Kwansei Gakuin University passes on selected portions of the data provided by successful applicants (specifically, their names, addresses, telephone numbers) to Kwansei Gakuin Alumni Association (This is a social association of alumni and students, which all students join.). Students are asked to permit this use, and to accept that this organization will take the same precautions concerning the security of personal data as Kwansei Gakuin University takes.

Organization Receiving Selected Personal Student Data

Kwansei Gakuin Alumni Association
(This is a social association of alumni and students, which all students join.)