Kwansei Gakuin University

Institute of Business and Accounting

Graduate Department of Advanced Management (Ph.D.)

Entrance Examination Information
Spring 2027

Institute of Business and Accounting
Kwansei Gakuin University
1-155 Uegahara Ichibancho
Nishinomiya, Hyogo 662-8501, Japan
Phone: +81-(0)798-54-6572

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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NOTE: If you wish to study and take the entrance examination in Japanese, please refer to the Japanese-language admissions brochure (Nyugaku Shiken Yoko) at our website. (https://iba.kwansei.ac.jp/doctor/).

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.）
		Spring Entry
Number of annual intake		4
Number of Spring intake		2
Examination schedule	Application period [Applications must arrive at IBA office within this period]	Monday, January 18 ～Monday, January 25, 2027
	Examination date	Thursday, February 11, 2027 (Essays in Academic Discipline and Interview)
	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 & other fees and submission of required documents）		Friday, March 12, 2027

The entrance examination is conducted on-site at the Nishinomiya Uegahara Campus, Japan.

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 March, 2027.
2. Holders of professional school degrees and those due to graduate from professional school by March, 2027.
3. Persons who have, or expect to obtain by March, 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 the 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.)

2. Method of Application

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

Please fill in on 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.

Academic discipline:

Marketing, Finance, Financial Accounting, Public Governance, Healthcare Management

2) Official Application

After paying the examination fee, applicants should insert the required documents in an envelope and mail to IBA office:

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

*Mailed applications should be sent by express registered mail (*kan'i kakitome sokutatsu yuubin*) with stamps of the appropriate value attached so that it arrives no later than the application period.
*After confirming eligibility, an examination slip will be sent to the applicant's address indicated on the application form.

3. Entrance Examination Fee

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

Having completed forms A - F, take them without separating to a bank or other financial institution (not a post office) and pay the entrance examination fee. Please confirm that the bank has put three stamps on forms C, D and E-1. Form D is a receipt, please keep it securely.

Notes:

1) Please pay the fee by 'telegraphic transfer' (denshin atsukai) at the counter of a bank. If you use one of the banks listed on form C, no remittance fee is payable. The bank's receipt stamp is equivalent to a receipt from Kwansei Gakuin; it is valid if dated on or before the deadline for payment. The date of payment differs in each bank, so please check with the bank in advance if you intend to make payment close to the deadline. Payment at the post office or through an automatic teller machine (ATM) and Internet Banking is not acceptable.
2) Once the entrance examination fee has been paid, it will not be refunded under any circumstances.

4. 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-F. Pay the examination fee, and submit form A, B, E-1, E-2 and F. ○ 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 E-1. ○ Fill in the form F with your postal code, address and name. Your examination slip will be sent to the address written on this form.
2) Official Transcript ***Required to be sealed**	○ 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) ***Required to be sealed**	○ 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). **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) Non-Japanese applicant only: Photocopy of your 'Residence Card'	○ Applicants are requested to submit a photocopy of 'Residence Card' (both sides, printing in black and white is acceptable).

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 the 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 the 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 the 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.

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:

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 documents based assessment	20%	—
12：30～14：00	Essays in Academic Discipline	80%	Graduate Students Services Building 2, Nishinomiya Uegahara Campus （Room will be announced on the day）
14：20～ (Exact time for each applicant will be announced after the written examination)	Interview		

*International students who wish to take the entrance examination in Japanese should refer to the Japanese version of this guide.

Notes:

1) Please bring your examination slip without fail. If you have lost or forgotten it, please come to IBA office (in the Graduate Students Services Building 2).
2) Please arrive at the locations for both the written examination and the interview by 15 minutes before the scheduled time.
3) Applicants who arrive more than 30 minutes late for the written examination will be excluded from the examination. In the event of a delay due to public transportation or other reasons beyond your control, please contact IBA office.
4) Applicants who are late for the interview will be excluded from the examination.
5) Do not leave the room until the written examination is finished.
6) Throughout the examination, nothing but writing implements [pencil / mechanical pencil / eraser / pencil sharpener (electric and large-sized sharpeners, and knives are not allowed)], examination slip, a watch (except ones with a dictionary, a calculator, and terminal functions; ones for which it is difficult to determine whether such functions are present; ones that make a ticking sound; kitchen timers; and large watches.), glasses or loupe, handkerchief, tissue paper (without its case/box), eye drops, and plastic bottle with the label removed may be placed on the desk. Please put everything else in your bag.
7) You may not use a cellphone, a smartphone, and/or wearable device as a watch. Please see that any alarm function on your watch or clock is switched off.
8) Please switch off your electronic devices completely.
9) Please follow the directions of the proctor in all respects within the examination room.
10) Cheating in the examination will result in disqualification of all entrance examinations for the relevant academic year.
11) In the event of natural disasters (snow, an earthquake, tsunami, typhoons, floods, etc.), fire, power outage, or any related incident, we may delay the starting time of the examination.
12) If we consider that you may have any infectious diseases (influenza, measles, rubella, etc.) for which isolation from school is required under the School Health and Safety Law, you may not be permitted to take the examination. However, this does not apply if the school doctor or other doctor determines there is no risk of contagion.
13) If common noises (e.g., sounds of wind, rain, thunder, noise from aircraft, automobile, motorcycle, trains, sirens of emergency vehicles, construction noise, announcements from waste collection, events, etc., animal noises, sounds of air conditioning, lighting, or other facilities used as examination rooms, sounds made by other examinees or proctors (coughing, sneezing, sniffling, sounds of writing, etc.), footsteps of proctors, meetings necessary for proctoring duties, etc.) occur during the examination time, no remedial measures will be taken.

VII Announcement of Examination Results

Friday, February 19, 2027
Results will be sent by express mail to the address on form.E-1.

Notes:

1) Examination results will arrive on or after the following day of the announcement of the results. If you are absent on the day of the examination, you will not be notified whether you have passed or failed the examination.
2) 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 (Ⅰ and Ⅱ) according to the 'Information for Successful Applicants' within the specified periods, and attend the entrance ceremony.

Notes:

1) Payment at a post office or through an ATM or internet banking system is not acceptable.
2) Please pay the fee by 'telegraphic transfer' (*denshin atsukai)* at the counter of a bank.
3) The bank's receipt stamp is equivalent to a receipt from Kwansei Gakuin; it is valid if dated on or before

the deadline for payment. Banks' closing time differs in each bank; please pay them sufficiently early before the deadline.

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

Please pay your admission application fee at a bank, using the form enclosed with the notification of acceptance.

The fee 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 using the form enclosed with the notification of acceptance.
The fees must be paid between **Friday, February 19 and Friday, March 12, 2027**

B) Submission of Documents

Please submit the following documents to the IBA office by **3:00 p.m., Friday, March 12, 2027**. If you send them by mail, please be sure that they arrive without fail by the above time.

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

(a) Certificate of Items Stated in Resident Register（住民票記載事項証明書）

Please apply for this certificate at the municipal/ward office where you register your address. The following items must be included in the certificate:

1. Name（氏名）、 2. Address（住所）、3. Date of Birth(生年月日）、4. Sex（性別）、
5. Nationality（国籍）*、6. Status of Residence（在留資格）*、7. Visa Expiration Date（在留期限）*

*Item 5, 6 and 7 only apply to international students.

*Please submit the certificate without the Individual Number (マイナンバー).

(b) Student ID card form (学生証顔写真貼付台紙)

Please paste two identical photographs (4 cm x 3 cm) in the boxes provided on the form.

(c) Other documents as specified in the document 'Information for Successful Applicants'

3. Entrance Ceremony

9:00 a.m. on Thursday, April 1, 2027 (to be confirmed) at Nishinomiya Uegahara Campus.

Notes:

1) Persons who fail to complete the admissions procedures (Ⅰ and 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) IBA office is open during the following hours:
   Weekdays: 9:00 a.m. - 11:30 a.m., 12:30 p.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 Spring 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 each year. Tuition and other fees are as follows:
   ・Spring Semester (April 1 – September 19) - to be paid by May 19
   (In a student's first year these fees will be paid during the admissions procedure.)
   ・Fall Semester (September 20 − March 31) - to be paid by November 9
   (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 II. 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.)