

**Kyoto-Cornell International Collaborative Degree Opportunity
Graduate School of Management, Kyoto University**

Guidelines for Preliminary Eligibility Screening, 2024 intake

This process is only required for applicants who wish to apply under the Admissions Guidelines Section 4, Application Eligibility Requirement and Preliminary Eligibility Screening, numbers (9) or (10).

Documents to submit for the preliminary eligibility screening process

Documents	Notes
Application Form for Preliminary Eligibility Screening	Enter your information in English. Write your home address and email address which applicants are definitely able to receive the announcement from our office.
Photocopy of Most Recent Official Academic Transcript	Submit the photocopies of original documents certified by your school. Applicants who have completed graduate school should also submit an additional certificate verifying graduate school completion. Only English and Japanese language documents will be accepted. If the certificate in English or Japanese is not issued by your school, the translation by authority must be attached. Applicants from China or graduates from universities in China must also include photocopies of the diploma (毕业证书) and the degree certification (学士学位证书). You are not required to apply for AAO system of Kyoto University.
Photocopy of One of the Following Documents * Degree Certification * Prospective Degree Completion Certificate * Enrollment Certification	(Original documents and/or documentation showing the completion of secondary school may be requested at a later date for verification purposes.)

Submission deadline for preliminary eligibility screening documents:

5 p.m. on October 11, 2023

Send all documents by the deadline via email..

Submit documents to:

kc-cdo@mail2.adm.kyoto-u.ac.jp

Graduate School of Management Administrative Office (KC-CDO), Kyoto University

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Preliminary eligibility screening process

The first review of the preliminary eligibility screening process will be an evaluation of the submitted documents.

If necessary, a second review will take place in which the applicant may be interviewed.

Notification of preliminary eligibility screening results

Applicants will be notified of the results by e-mail.

Those who have been deemed eligible to apply should print out the screening results and submit it in addition to the other application documents.

Directions for Completing the Application Form

NAME

Write your name as it is written on your passport.

EDUCATIONAL BACKGROUND

Write your entire educational background from the first level of education (elementary school). If the educational institution names are in a language other than English, please also write the educational level in English.

Please circle one (Graduate/Complete/Left in) in the Dates of Entrance and Completion column.