

Student Exchange Program

Fact Sheet 2027-28

The Graduate School of Management of Kyoto University
Department of Business Administration(MBA)
Established in 2006



/APPLICATION PROCEDURES

Nomination Deadlines /

Spring
20 Sep. 2026

Fall
20 Apr. 2027

Nomination by Home Schools

<https://forms.gle/K6prefKNGieTg8bP6>

A nomination must be sent from a student mobility office or an exchange coordinator via the Google form by the deadline. Since we have the master program only, undergraduate students cannot be accepted.

Application Deadlines //

Spring
20 Oct. 2026

Fall
20 May 2027

Submission by Students

Nominated students will receive a link for submission soon after the nomination deadline.

Acceptance Approval ///

Acceptance Letter

Spring
Late November

Fall
Late June

Required Documents ////

[Application Forms](#)

[\[Form 1, 2, 3\]](#)

+

Others are listed below

1. [Form-1] Application Form
2. [Form-2] Statement of Purpose
3. Official English Proficiency Certificate or [Form-3] English Proficiency Statement
4. Official Verification of Academic Enrollment (issued by the home institution)
5. Academic Transcript (Desirable GPA: 3.0 or above out of 4.0 scale)
6. Face photo (3x4, high resolution - to be used for a student ID)
7. A Copy of Passport - ID page with applicant's name, photo, passport number, expiration date and place of issue

Language Requirement /////

TOEFL iBT 90 / IELTS 7.0

or

a confirmation letter
provided by the home
institution

JLPT N1
for enrolling Japanese
MBA courses

Following a revision of the documents required for residence status applications at the Immigration Services Agency of Japan, we will now be verifying language proficiency for applications to the exchange study program. Please submit either an English language test score or a confirmation letter from your host institution.

Pre-Arrival Guide /////

Student Visa
Accommodation
Insurances
Course Registration
Enrollment Guidelines
etc.

All the necessary information will be shared with students through the exchange student portal. An invitation to the website will be provided with the acceptance letter.

//ACADEMIC INFORMATION

Study Load /

**A Minimum of
5 courses**

**Up to 18 courses per
semester**, excluding
Japanese language
courses offered by ILAS.

Course List and Syllabus //

GSM course list is in the
information package.
The final version of
course list for exchange
students will be
available in
Spring: March
Fall: September

Resources ///

[Information Package](#)

[Find Syllabus](#)

Note:

- The minimum requirement above is for complying with the student visa conditions as a full-time student visa holder.
- Intensive courses are also available, but these do not count towards the minimum requirements.
- Some of the courses may be restricted to regular students.
- If you take the sixth course or more, you may be able to choose courses offered by other schools or ILAS. However, some ILAS courses offer the remaining seats after reservations by regular students have been finalized. Other graduate schools may have restrictions by each individual course.
- Please note that, in some non-GSM courses, you may not have a chance to attend the first class before finalizing your course registration.

Learning Japanese ////

[Education Center for
Japanese Language and
Culture affiliated
with ILAS](#)

Grading Scale /////

A (80 points or more)
B (70 to 79 points)
C (60 to 69 points)
F (less than 60 points)*Fail

Transcript /////

Official transcripts are
available on
Spring: October 1
Fall: March 1

The registration procedures led by ILAS begin in March/September(Spring/Fall) prior to the registration period for the regular courses at GSM.

A Indicates high learning achievement with an outstanding result
B Indicates high learning achievement with a very good result
C Indicates learning achievement
F Fail

Note:

Please be noted that a raw score of given grades and a grade breakdown will not be available. The grade conversion method of credits transfer is based on the grading system of the student's home schools.



///ACADEMIC CALENDAR

Spring Semester /

01/04/2027-30/09/2027

Orientation:
First week of April
Examinations:
Late Jul. to early Aug.
Official Transcript:
On October 1

Fall Semester //

01/10/2027-31/03/2028

Orientation:
Last week of September
Examinations:
Late Jan. to early Feb.
Official Transcript:
On March 1

////CAMPUS AND STUDENT LIFE

Location /

[Directions to GSM
\(Yoshida Main Campus\)](#)

[Directions to
Kyoto University](#)

[Campus Map](#)

The main building of the Graduate School of Management is called 'Research Bldg. No.2' (no.34 on the map). Most of our courses are held here.

Facilities //

[GSM Facilities](#)

[University Facilities](#)

Tutoring Services and Student Support ///

Exchange students can request a student tutor to help them settle into their new life in Kyoto.

Before the exchange semester starts, we will open a request form for the tutoring service. However, please note that if students' demands exceed available tutor students, tutors may not be assigned to everyone. Regardless of whether or not they are assigned a tutor, exchange students can access other student support services available across the university.

- (1) University-led guidance for new students will be offered before your enrollment.
- (2) How-to Guides provided by Kyoto University International Support Center (KUISC)
<https://kuiso.oc.kyoto-u.ac.jp/en/resources/videos/>
- (3) Handbook for International Students
<https://www.kyoto-u.ac.jp/en/about/publications/printed-materials/handbook-for-international-students>
- (4) On-site Peer Tutor Service (led by our International Education office) *TBC
- (5) International Student Counseling Office
<https://www.kyoto-u.ac.jp/en/education-campus/facilities/international-student-advising>

Transportation ////

Bus & Train

[Kyoto City Official Guide](#)

[Kyoto City Bus & Subway
Information Guide](#)

Bicycle

[Cycling in Kyoto](#)

Although students mainly use city buses and trains for their daily commute and may use public transport outside Kyoto City on holidays, please note that student discount tickets and student commuter passes are not available to exchange students.

A Bicycle is one of the best ways to get around in Kyoto.

Accommodation ////

[Kyoto University
International Houses](#)

Accommodation Lottery

Spring: January

Fall: July

Result Announcement

Spring: Late February

Fall: Late August

Kyoto University has several international houses and partnerships with some external student houses. Exchange students are eligible to apply for the university accommodation if they reside in Japan for the first time and have lived in Japan for less than one year at the time of move-in.

Students will be notified of application details together with the acceptance letter. Please be aware that residents are selected by random lottery based on their order of preference.

Spring semester: April move-in

Fall semester: Late-September move-in

Non-University Housing /////

[Real Estate Agencies](#)

[Short-Term
Accommodation](#)

Share House

[8-NEAT](#)

[Borderless House](#)

If you are seeking accommodation other than university housing, you can book private residences including shared houses.

The above links for short-term accommodation and share houses are just a few examples. You may wish to explore further options yourself.

////OFFICIAL PROCEDURES & LIVING GUIDE

Visa/

[Certificate of Eligibility \(CoE\)](#)
is essential for obtaining
a student visa

**CoE Application
by University**
Spring: in December
Fall: in June-July

Once admission to the GSM has been confirmed, the GSM Office will begin the proxy application for the CoE through the Kyoto University International Support Center (KUISC), so that the student can proceed with their visa application. We notify accepted students of the CoE application procedures together with their acceptance letter.

Insurance////

[Insurance Requirements](#)

Two Mandatory Public
Social Insurances
+
Two Mandatory Student
Insurance Programs
+
Top-up Insurances for
Study Abroad/Travel
(recommended)

[Types of Insurance](#)

- National Health Insurance
- National Pension Insurance
- Illness or Injury
- Bodily Injury/Property Damage to a Third Party
- Damages Caused to Rented Apartment (optional)

Students will be instructed by ward offices to join this social security system when they proceed with a residential registration, which must be completed within 14 days after moving in a residence. In addition, international students must enroll in Gakkensai, Gakubai.

Please refer to pp.49-52 of the Handbook for International Students.

[HANDBOOK FOR INTERNATIONAL STUDENTS 2026/27](#)

Essential Tips for International Students//

[Handbook for
International Students](#)

Life in Japan & Kyoto///

**Links to
external websites**
[Life in Japan](#)
[Study Kyoto](#)

About Kyoto-GSM////

[Official Website](#)

[GSM at a glance](#)



Contact

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