



Keio University

Published: 2026.08.06

Update: 2026.09.16

Graduate School of Media and Governance

Master's Program / Doctoral Program AY2026 Application Guidebook

Application Period II

For Enrollment in April and September 2027

Submit your application online via The Admissions Office (TAO):

https://admissions-office.net/en/applicant/university_recruitments

The following guidelines apply to those wishing to enroll in the Master's and Doctoral Programs at the Graduate School of Media and Governance.

To apply through Internal Recommendation for Current Students of the Faculty of Policy Management and the Faculty of Environment and Information Studies, refer to:

<https://www.keio.ac.jp/en/admissions/grad/master/gsmg/recommendation/>

Our online application system, payment methods, and deadlines have changed starting from Application Period II (April 2027 and September 2027 enrollment). The guidebook and web entry system for Application Period I remain available at the links below for reference:

Guidebook for Application Period I:

<https://www.keio.ac.jp/files/d7aa28b119d820e6a4d9b6c840e11d464904587ecc7f1f40b7bba5993b019ff8>

Web Entry System for Application Period I:

https://entry.sfc.keio.ac.jp/gao_admission/

(Application Guidebook Number : 26398745)

Update: September 16, 2026

3. Application "E.Complete Your Application on TAO"

We have revised the instructions on how to access the application page.

4. Application Documents

We have made some revisions to the list of application documents.

Contents

Three Policies in the Graduate School of Media and Governance	3
AY2026 Admissions Flowchart	4
1. Application Overview	5
A. Major and Admission Capacity.....	5
B. Application Categories	5
2. Eligibility Requirements	5
A. Master's Program: Application from within Japan	5
B. Master's Program: Application from Overseas.....	6
C. Master's Program: Application for Career Professionals.....	6
D. Doctoral Program: Application from within Japan.....	7
E. Doctoral Program: Application from Overseas	7
F. Doctoral Program for Career Professionals	8
G. Doctoral Program for Career Professionals from Overseas	8
H. Applicant Eligibility Certification	9
3. Application	11
A. Application Process.....	11
B. Programs (Research Fields).....	11
C. Professional Course.....	12
D. Contacting a Graduate School Committee Member before Applying.....	12
E. Complete Your Application on TAO	12
4. Application Documents	15
【What to Submit by the Supervisor/Evaluator via TAO】	16
【What to Submit by the Applicant via TAO】	17
5. Schedule	23
6. Application Fee	23
7. Examination Slip	24
8. Screening Method and Announcement of Results	24
9. Important Notes on Applications.....	25
10. Enrollment Registration	26
11. Academic Fees and Scholarships	27
12. Campus Map.....	29

Management of Personal Information at Keio University

At Keio University, personal information is managed safely and appropriately in compliance with the university's "Basic Policy Concerning Protection of Personal Information" and "Rules to Protect Personal Information." Personal information provided when making an application and completing admissions procedures, including names, addresses, and other details, will be used at each department of Keio University as outlined in the "Keio University Privacy Policy for Students and Related Parties"

You will hereby be deemed to be in agreement with the above matters, in undertaking all procedures. Please read and consider these factors thoroughly before consenting.

- Keio University Privacy Policy
<https://www.keio.ac.jp/en/privacy-policy/>

- Keio University Privacy Policy for Students and Related Parties (Japanese)
<https://www.keio.ac.jp/ja/assets/download/privacy-policy/index/students-pip.pdf>

Special Measures for Applicants in Areas Hit by Large-scale Natural Disasters

In order to reduce the financial burden on applicants who live in areas affected by large-scale natural disasters (designated by the Japanese Government as a "Disaster of Extreme Severity"), Keio University may take special measures in accordance with the situation in the affected areas. Details, procedures, and application forms will be posted on the Keio University admissions website:

<https://www.keio.ac.jp/ja/admissions/exemption/>

Security Export Controls at Keio University

To ensure that the content of education and research for international students does not interfere with the maintenance of international peace and security, Keio University maintains security export controls based on the Foreign Exchange and Foreign Trade Act. Under these controls, the university confirms in advance whether the permission of the Minister of Economy, Trade and Industry is required before exporting/transferring goods and technologies outside Japan, or before providing international students and researchers in Japan with access to those technologies. As a result, students may not be able to participate in academic or research activities as desired.

*For details on security export controls, please refer to the website of the Ministry of Economy, Trade and Industry.

<https://www.meti.go.jp/policy/anpo/englishpage.html>

Three Policies in the Graduate School of Media and Governance

Please refer to the following link for the Diploma Policy, Curriculum Policy, and Admissions Policy.

<https://www.keio.ac.jp/en/sfc-pem/about/policy/>

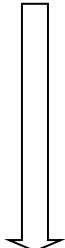
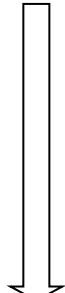
See the following pages for details on each step.

All times are indicated in Japan Standard Time (JST)

【Application Period II】 10:00 a.m., Friday, September 11, 2026 – 3:00 p.m., Wednesday, October 7, 2026



【Application Period II】 11:00 a.m., Friday, October 16, 2026 –



[April 2027 enrollment] Monday, March 1, 2027

[September 2027 enrollment] Wednesday, September 1, 2027

4

1. Application Overview

A. Major and Admission Capacity

Program	Major	Admission Capacity*
Master's Program	Media and Governance	200
Doctoral Program	Media and Governance	50

*The admission capacity refers to the total number of students admitted across all application categories in April and September each academic year.

B. Application Categories

The Master's Program offers four application categories: i) Application from within Japan, ii) Application from Overseas, iii) Application for Career Professionals, and iv) Application through Internal Recommendation for Current Students of the Faculty of Policy Management and the Faculty of Environment and Information Studies.

The Doctoral Program offers four application categories: i) Application from within Japan, ii) Application from Overseas, iii) Doctoral Program for Career Professionals, and iv) Doctoral Program for Career Professionals from Overseas.

The eligibility requirements and application method for each category are described separately in this application guidebook. Please read the guidebook carefully before applying and submitting the required documents.

If you are a current student of the Faculty of Policy Management or the Faculty of Environment and Information Studies, see the following guidance on applying to the Master's program through recommendation-based admission:

<https://www.keio.ac.jp/en/admissions/grad/master/gsmg/recommendation/>

You cannot apply through both Application Period I and the internal admissions (Spring Semester) in the same academic year. Likewise, you cannot apply through both Application Period II and the internal admissions (Fall Semester) in the same academic year.

***Make sure to select the correct semester of enrollment and application category, as these cannot be changed after submitting your application.**

2. Eligibility Requirements

If you have a disability and need special provisions for admissions procedures and enrollment, please contact the Admissions Office at least one month before the application deadline. To learn more about accommodations for students with disabilities, please refer to: <https://www.diversity.keio.ac.jp/en/bf/index.html>

If you are on track to graduate in September and are applying for September enrollment, please check your graduation date. If the date falls after September 22, please contact us prior to applying.

A. Master's Program: Application from within Japan

Applicants need to fulfill at least one of the following six requirements:

1. They must hold (or expect to hold)* a bachelor's degree from a university in or outside Japan by September 21, 2026 for September 2026 enrollment, by March 31, 2027 for April 2027 enrollment, or by September 21, 2027 for September 2027 enrollment in the Graduate School of Media and Governance.
2. They must hold (or expect to hold) * a bachelor's degree from the National Institution for Academic Degrees and Quality Enhancement of Higher Education by September 21, 2026 for September 2026 enrollment, by March 31, 2027 for April 2027 enrollment, or by September 21, 2027 for September 2027 enrollment in the Graduate School of Media and Governance.
3. They must be accredited by the Ministry of Education, Culture, Sports, Science and Technology of Japan.
4. They must be enrolled in the Third Year or higher at a four-year university at the time of application and must be assessed as having outstanding academic results exceeding the requirements set by the Graduate School of Media and Governance**.
5. They must have completed a program with a duration of at least three years at a university abroad and earned a degree that is equivalent to a bachelor's degree.

6. They must be at least 22 years old at the time of enrollment and be accredited by the Graduate School of Media and Governance as having academic skills equivalent to or higher than that of university graduates**.

*The applicant must meet this requirement by the first date of enrollment. Failure to do so will result in admission being revoked.

**Applicants who fall under item 4 or 6 above must request an “Applicant Eligibility Certification” (refer to p.9) in advance.

B. Master’s Program: Application from Overseas

Applicants need to fulfill both a. and b. below.

- a. Applicants need to fulfill at least one of the following six requirements:

1. They must hold (or expect to hold)* a bachelor’s degree from a university in or outside Japan by September 21, 2026 for September 2026 enrollment, by March 31, 2027 for April 2027 enrollment, or by September 21, 2027 for September 2027 enrollment in the Graduate School of Media and Governance.
2. They must hold (or expect to hold)* a bachelor’s degree from the National Institution for Academic Degrees and Quality Enhancement of Higher Education by September 21, 2026, for September 2026 enrollment, by March 31, 2027 for April 2027 enrollment, or by September 21, 2027 for September 2027 enrollment in the Graduate School of Media and Governance.
3. They must be accredited by the Ministry of Education, Culture, Sports, Science and Technology of Japan.
4. They must be enrolled in the Third Year or higher at a four-year university at the time of application and must be assessed as having outstanding academic results exceeding the requirements set by the Graduate School of Media and Governance.
5. They must have completed a program with a duration of at least three years at a university abroad and earned a degree that is equivalent to a bachelor’s degree.
6. They must be at least 22 years old at the time of enrollment and be accredited by the Graduate School of Media and Governance as having academic skills equivalent to or higher than that of university graduates.

- b. Applicants need to fulfill both of the following requirements:

1. Regardless of nationality, they must reside outside Japan either for study or work at the time of application and continue to do so until the announcement of successful applicants.
2. Prior to submitting an application, applicants must discuss their research plan thoroughly with a graduate school committee member of the Program they wish to participate in and obtain an informal consent from them to act as their Research Supervisor.

Note: Applicants who are currently enrolled as regular students in the Faculty of Policy Management or the Faculty of Environment and Information Studies at Keio University are not eligible for this application category.

*The applicant must meet this requirement by the first date of enrollment. Failure to do so will result in admission being revoked.

**Applicants who fall under item a4 or a6 above must request an “Applicant Eligibility Certification” (refer to p.9) in advance.

C. Master’s Program: Application for Career Professionals

Applicants must have graduated from a university two or more years prior to the time of application.

Unlike the Doctoral Program for Career Professionals, the Master’s Program is not designed for students to earn a degree while remaining employed. Your work experience will only be considered during the admissions process.

D. Doctoral Program: Application from within Japan

Applicants need to fulfill **at least one** of the following four requirements:

1. They must hold (or expect to hold)* a Master's degree or professional degree** by September 21, 2026 for September 2026 enrollment, by March 31, 2027 for April 2027 enrollment, or by September 21, 2027 for September 2027 enrollment in the Doctoral Program of the Graduate School of Media and Governance.
2. They must hold (or expect to hold)* a degree equivalent to a Master's degree or a professional degree** outside Japan by September 21, 2026 for September 2026 enrollment, by March 31, 2027 for April 2027 enrollment, or by September 21, 2027 for September 2027 enrollment in the Doctoral Program of the Graduate School of Media and Governance.
3. They must be accredited by the Ministry of Education, Culture, Sports, Science and Technology of Japan.
4. They must be at least 24 years old and be accredited by the Graduate School of Media and Governance as having academic skills equivalent to or higher than that of Master's degree holders.***

*The applicant must meet this requirement by the first date of enrollment. Failure to do so will result in enrollment being revoked.

**If you hold (or expect to hold) a professional degree and it is not clear whether your degree is considered a professional degree, please check with the educational institution in question prior to your application. If your degree is not considered a professional degree, you must request an "Applicant Eligibility Certification" (refer to p.9) in advance.

***Applicants who fall under item 4 above must request an "Applicant Eligibility Certification" (refer to p.9) in advance.

E. Doctoral Program: Application from Overseas

Applicants need to fulfill both a. and b. below.

a. Applicants need to fulfill **at least one** of the following four requirements:

1. They must hold (or expect to hold)* a Master's degree or professional degree by September 21, 2026 for September 2026 enrollment, by March 31, 2027 for April 2027 enrollment, or by September 21, 2027 for September 2027 enrollment in the Doctoral Program of the Graduate School of Media and Governance.
2. They must hold (or expect to hold)* a degree equivalent to a Master's degree or a professional degree** outside Japan by September 21, 2026 for September 2026 enrollment, by March 31, 2027 for April 2027 enrollment, or by September 21, 2027 for September 2027 enrollment in the Doctoral Program of the Graduate School of Media and Governance.
3. They must be accredited by the Ministry of Education, Culture, Sports, Science and Technology of Japan.
4. They must be at least 24 years old and be accredited by the Graduate School of Media and Governance as having academic skills equivalent to or higher than that of Master's degree holders***.

b. Applicants need to fulfill both of the following requirements:

1. Regardless of nationality, they must reside outside Japan either for study or work at the time of application and continue to do so until the announcement of successful applicants.
2. Prior to submitting an application, applicants must discuss their research plan thoroughly with a graduate school committee member of the Program they wish to participate in and obtain an informal consent from them to act as their Research Supervisor.

Note: Applicants who are currently enrolled as regular students in the Graduate School of Media and Governance at Keio University are not eligible for this application category.

*The applicant must meet this requirement by the first date of enrollment. Failure to do so will result in admission being revoked.

**If you hold (or expect to hold) a professional degree and it is not clear whether your degree is considered a professional degree, please check with the educational institution in question prior to your application. If your degree is not considered a professional degree, you must request an "Applicant Eligibility Certification" (refer to p.9) in advance.

***Applicants who fall under item a4 above must request an "Applicant Eligibility Certification" (refer to p.9) in advance.

F. Doctoral Program for Career Professionals

The Doctoral Program for Career Professionals offers students the opportunity to acquire a doctoral degree while working. The program is for those who have completed a graduate school Master's Program or have graduated from an undergraduate program at a university, and have five years or more professional experience in a corporation, governmental office, research/educational institution, etc. Applicants to this program should have a specific research theme they wish to pursue.

Note: Exemption from Doctoral Degree Requirements

For those in the Career Professional Course, the course requirements "Original Syllabus Proposal," "Skill-building Courses," and "Teaching Experience" are not required. Refer to the Graduate School Guide for details.

<https://www.students.keio.ac.jp/en/sfc/gsmg/class/registration/guide.html>

Applicants need to fulfill **at least one** of the following three requirements:

1. They must hold (or expect to hold)* a master's degree or a professional degree** by September 21, 2026 for September 2026 enrollment, by March 31, 2027 for April 2027 enrollment, or by September 21, 2027 for September 2027 enrollment in the Doctoral Program of the Graduate School of Media and Governance and have been working in an organization, institution, or government office for five years or more at the time of enrollment in the Doctoral Program of the graduate school.
2. They must hold (or expect to hold)* a degree equivalent to a master's degree or a professional degree** outside Japan by September 21, 2026 for September 2026 enrollment, by March 31, 2027 for April 2027 enrollment, or by September 21, 2027 for September 2027 enrollment in the Doctoral Program of the Graduate School of Media and Governance and have been working in an organization, institution, or government office for five years or more at the time of enrollment in the Doctoral Program of the graduate school.
3. They must have graduated from a university in Japan or outside Japan; have been working in an organization, institution, or government office for five years or more at the time of enrollment in the Doctoral Program of the Graduate School of Media and Governance; and have been accredited by the graduate school to have equivalent or higher academic skills of master's degree holders***.

*The applicant must meet this requirement by the first date of enrollment. Failure to do so will result in admission being revoked.

**If you hold (or expect to hold) a professional degree and it is not clear whether your degree is considered a professional degree, please check with the educational institution in question prior to your application. If your degree is not considered a professional degree, you must request an "Applicant Eligibility Certification" (refer to p.9) in advance.

***Applicants who fall under item 3 above must request an "Applicant Eligibility Certification" (refer to p.9) in advance.

G. Doctoral Program for Career Professionals from Overseas

Those who wish to apply through this admission category must contact the Admissions Office prior to applying. Contact us at gao-request@sfc.keio.ac.jp by Monday, August 31, 2026, to apply for Period II.

Applicants need to fulfill both a. and b. below.

a. Applicants need to fulfill **at least one** of the following three requirements:

1. They must hold (or expect to hold)* a master's degree or a professional degree** by September 21, 2026 for September 2026 enrollment, by March 31, 2027 for April 2027 enrollment, or by September 21, 2027 for September 2027 enrollment in the Doctoral Program of the Graduate School of Media and Governance and have been working in an organization, institution, or government office for five years or more at the time of enrollment in the Doctoral Program of the graduate school.
2. They must hold (or expect to hold)* a degree equivalent to a master's degree or a professional degree** outside Japan by September 21, 2026 for September 2026 enrollment, by March 31, 2027 for April 2027 enrollment, or by September 21, 2027 for September 2027 enrollment in the Doctoral Program of the Graduate School of Media and Governance and have been working in an organization, institution, or government office for five years or more at the time of enrollment in the Doctoral Program of the graduate school.
3. They must have graduated from a university in Japan or outside Japan; have been working in an organization, institution, or government office for five years or more at the time of enrollment in the

Doctoral Program of the Graduate School of Media and Governance; and have been accredited by the graduate school to have equivalent or higher academic skills of master's degree holders***.

b. Applicants need to fulfill both of the following requirements:

1. Regardless of nationality, they must reside outside Japan either for study or work at the time of application and continue to do so until the announcement of successful applicants.
2. Prior to submitting an application, applicants must discuss their research plan thoroughly with a graduate school committee member of the Program they wish to participate in and obtain an informal consent from them to act as their Research Supervisor.

*The applicant must meet this requirement by the first date of enrollment. Failure to do so will result in admission being revoked.

**If you hold (or expect to hold) a professional degree and it is not clear whether your degree is considered a professional degree, please check with the educational institution in question prior to your application. If your degree is not considered a professional degree, you must request an "Applicant Eligibility Certification" (refer to p.9) in advance.

***Applicants who fall under items a3 above must request an "Applicant Eligibility Certification" (refer to p.9) in advance.

H. Applicant Eligibility Certification

Applicants who are required to request "Applicant Eligibility Certification" for any of the above admission options must submit the following documents to the Admissions Office of the Graduate School of Media and Governance to arrive by Monday, August 31 for Application Period II in order to be assessed for eligibility. No application fee is required for application eligibility screening.

Applicants who fall under the following categories: **Item 4 in the A. Master's Program: Application from within Japan or **Item a4 in the B. Master's Program: Application from Overseas****

- a. Request for eligibility to skip a year (no prescribed format)
- b. Academic transcript for undergraduate studies
- c. Document showing requirements for advancing to the next year/graduation (e.g., copy of course registration guide) (Not required of applicants enrolled at Keio University)
- d. Verification that the applicant is enrolled in the third year or higher at a four-year university (e.g., copy of Student ID Card or academic transcript, printout of the screen after you have logged into the university website for enrolled students) (Not required for applicants enrolled in Keio University)

Note that applicants who fall under this category must be:

- Seeking admission in September 2026 (Application Period I, 2026), or
- Seeking admission in April 2027 (Application Period II, 2026)

Also note that applicants who fall under this category will be eligible only if they fulfill all of the following conditions:

- a) Those who wish to enroll in September 2026 must have been enrolled in an undergraduate program for three years or more by the end of September 2026 (the end of March 2027 for those who wish to enroll in April 2027). The duration of 'temporary leave of absence' or study abroad cannot be included in this calculation. However, the period during which credit points were accumulated at another university while studying abroad may be included.
- b) Those who wish to enroll in September 2026 must be scheduled to earn 90 or more undergraduate credits by the end of September, 2026 (the end of March 2027 for those who wish to enroll in April 2027). Any credits earned from courses not deemed necessary for graduation, such as *optional subjects (jiyū kamoku)* will not be considered. Those who are unable to earn the required credits by the designated date above will not be qualified to enroll even after passing the entrance examination.
- c) Those who wish to enroll in September 2026 must have earned 60 or more undergraduate credits by the end of March 2026 (the end of September 2026 for those who wish to enroll in April 2027). Any credits earned from courses not deemed necessary for graduation, such as *optional subjects* will not be considered.
- d) Those who wish to enroll in September 2026 must fulfill one of the requirements mentioned below by the end of March 2026 (the end of September 2026 for those who wish to enroll in April 2027). All credits from courses not necessary for graduation, such as *optional subjects* should also be included. However, they should not include credits they have earned that are graded on a pass/fail basis.
 - (1) They must have acquired the "highest grade possible" in two thirds or more of the total

credits earned at the university they are currently enrolled in. Under extraordinary circumstances the Graduate School of Media and Governance may approve relaxing the “highest grade possible” requirement if the grade obtained is nearly equivalent to it.

- (2) They must have acquired the highest grade possible at the university they are currently enrolled in for 80 credits or more when they are applying in their sixth semester or 96 credits or more when they are applying in their seventh semester.
- Those enrolled at a university using different grading methods and unable to fulfill the requirements mentioned above in a) to d) must submit two or more recommendation letters from faculty members of the university they are enrolled in.
- If you are unable to earn the credits in b) after passing the entrance exam, your admission will be revoked.

Applicants who fall under the following categories: **Item 6 in the A. Master’s Program: Application from within Japan or **Item a6 in the B. Master’s Program: Application from Overseas****

- a. Request for eligibility addressed to the Dean of the Graduate School of Media and Governance (no prescribed format)
Applicants should state the reasons why they believe they have academic skills that are higher or equivalent to that of university graduates.
- b. Resume
- c. Academic transcript (if previously enrolled at a university)
- d. Research Supervisor Acceptance Form (must be officially sealed. Send a request to gao-request@sfc.keio.ac.jp to obtain the form.)
- e. Any papers, essays, publications, portfolios, and such written by the applicant relevant to research and academic accomplishments

Applicants who fall under the following categories: **Item 4 in the D. Doctoral Program: Application from within Japan or **Item a4 in the E. Doctoral Program: Application from Overseas****

- a. Request for eligibility addressed to the Dean of the Graduate School of Media and Governance (no prescribed format)
Applicants should state the reasons why they believe they have academic skills that are higher or equivalent to that of master’s degree holders.
- b. Resume
- c. University academic transcript and Certificate of Graduation (if previously enrolled in a university)
- d. Research Supervisor Acceptance Form (must be officially sealed. Send a request to gao-request@sfc.keio.ac.jp to obtain the form.)
- e. List of academic and career accomplishments
- f. Any papers, essays, publications, portfolios, and such written by the applicant relevant to research and academic accomplishments

Applicants who fall under the following categories: **Item 3 in the F. Doctoral Program for Career Professionals ** or **Item a3 in the G. Doctoral Program for Career Professionals from Overseas**

- a. Request for eligibility addressed to the Dean of the Graduate School of Media and Governance (no prescribed format)
Applicants should state the reasons why they believe they have academic skills that are higher or equivalent to that of master’s degree holders.
- b. Resume
- c. University academic transcript / Certificate of Graduation
- d. Research Supervisor Acceptance Form (must be officially sealed. Send a request to gao-request@sfc.keio.ac.jp to obtain the form)
- e. List of academic and career accomplishments
- f. Proof of current employment
- g. Any papers, essays, publications, portfolios, or other materials produced by the applicant that demonstrate their research or academic achievements

3. Application

A. Application Process

1. Carefully read the Application Guidebook.
 - Check the eligibility requirements in the application guidebook.
 - Decide the Program you wish to join.
 - Prepare the documents required for the application.
2. Complete Steps 1-3 below with a graduate school committee member of the Program you wish to join.

Step 1: Discuss your Research Plan

Discuss the following over email:

- a) Your research theme
- b) Your research and schedule for degree acquisition
- c) The research style of the Program
- d) What is expected of you as a research member in the Program, etc.

Step 2: Attend an online interview with the graduate school committee member via Zoom or a similar platform

You must be interviewed at least once. You can also be interviewed in person.

Discuss your research plan in Step 1 in more detail.

(Step 2 is mandatory if you apply from overseas.)

Step 3: Request them to fill in a “Research Supervisor Acceptance Form” and receive their informal consent

Applications will not be accepted without the submission of this form.

3. Fill out all the sections on TAO.
4. Pay the application fee.
5. Complete your application by clicking “Complete my application.”
6. Print the Examination Slip.

B. Programs (Research Fields)

The Graduate School of Media and Governance offers eight research fields called Programs. All graduate students join a Program of their choice and conduct their research according to their Program's guidelines. Upon completing all requirements, master's students will receive a Program Certificate in addition to their master's degree. For further details on each Program, refer to the following website:

<https://www.keio.ac.jp/en/sfc-pem/gsmg/program/>

Program Name	Code
Global Governance and Regional Strategy	GR
Humanities and Communications	HC
Policy Making and Social Innovation	PS
Cognition, Sense-Making and Biophysical Skills	CB
Environmental Design and Governance	EG
X-Design	XD
Cyber Informatics	CI
Systems Biology	BI

C. Professional Course

The master's program offers a professional course to prepare students for highly specialized career paths. Students who successfully complete the master's program and meet the professional course requirements will receive a Course Completion Certificate in addition to their master's degree. Please note that Japanese proficiency is required to complete this course.

Course Name	Code
Social Innovator	SI

For further details, refer to: <https://www.keio.ac.jp/en/sfc-pem/gsmg/pro/>

D. Contacting a Graduate School Committee Member before Applying

Applicants must discuss their research plan thoroughly with a graduate school committee member of the Program they wish to participate in and obtain an informal consent from them to act as their Research Supervisor.

If you do not know how to contact a graduate school committee member, use the contact form on the website below. Entries without specific descriptions will not be answered. In the contact details field, indicate your research plan and details after clarifying the awareness of issues.

Contact Form:

https://docs.google.com/forms/d/e/1FAIpQLSftr9HxSRrAEndNO5747R0cqPYcKoVVSH_9sBMdqtRpF3j0OA/viewform?usp=sf_link

Information about the Programs and graduate school committee members of each Program can be found at:

<https://www.keio.ac.jp/en/sfc-pem/gsmg/program/>

Applicants should contact graduate school committee members as early as possible as they may not be available to supervise research due to reasons such as retirement, overseas research, and incompatibility of research topic.

E. Complete Your Application on TAO

Complete your application on TAO within the designated period by following the instructions below.

1. Create an account on TAO via the link: https://admissions-office.net/ja/applicant/sign_up

The Admissions Office
Offering the choice of colleges from the world map
An entrance exam system for the new era, convenient for both university and applicants.
The Admissions Office is a consortium system that covers online entrance exams in general.

English -

Applicants Recommenders/Requestees

Email address

Password

Login

Account registration

Resend confirmation email I forgot my password

Log in with Feelnote ID

If you already have an account with The Admissions Office, please log in

Create an applicant's account English -

Required fields

Email address *

Email address

Password *

Register an email address you can access until enrollment

A registration confirmation email will be sent to the address you registered. Click “Complete your registration” in the email.

2. Access the “Admission Schemes” page and enter the following search conditions. Then select the applicable application page from the search results.

School: keio

Department/Course: Media and Governance

Admission Schemes

https://admissions-office.net/en/applicant/university_recruitments

The Admissions Office
Offering the choice of colleges from the world map

Search schools Admission Schemes

Notice | TAO Support Desk - Notice of Business Closure During Japan's "Silver Week"

Admission Schemes Specify conditions to narrow your search

School Department/Course Program/Major

Year of entrance Currently open/Currently closed Program School type

Please select Please select Please select Please select

Currently open/Currently closed

School and Admission Scheme Program

☆ Open

Keio University | Graduate School of Media and Governance | Master's Program | [M] 2026年度実施 II 期 (海外出願) 2026 II (Application from Overseas)

Graduate school

10/07/2026 15:00(JST)(20 day(s) left)

☆ Open

Keio University | Graduate School of Media and Governance | Master's Program | [M] 2026年度実施 II 期 (国内出願または社会人出願) 2026 II (Application from within)

Graduate school

10/07/2026 15:00(JST)(20 day(s) left)

Select a scheme (application category)

3. Click the link on the next screen.
4. On the next page, change your language setting to English.

The Admissions Office
Offering the choice of colleges from the world map

お知らせ Japanese

学校検索 募集検索 基本情報 出願一覧 お気に入り

学校検索 > 詳細 > 学部 / 研究科

Click “Start my application.” Fill out all the fields, submit all the required materials, and pay the application fee on TAO following the onscreen instructions.

5. Complete your application by clicking "Content confirmation" and then "Complete my application." Make sure to confirm that your application status has changed to "Application Completed." Failure to complete your submission will result in your documents not being screened, even if all sections are filled out, all materials are submitted, and the application fee is paid.

Click "Content confirmation" and then "Complete my application"

After the application is submitted, all data will become non-editable (except for certain documents). Please ensure once again that all of the fields are filled in properly. Once you are absolutely sure, go ahead and press the "Complete my application" button.

☒ Yes, I have checked.

Continue editing **Complete my application**

Complete my application

[Note]
After the application is submitted, all data will become non-editable (except for certain documents). Please check again if all entries are completed.

☒ Apply after you review the above

Cancel **Yes**

Application completed Private

[M] 2026年度実施Ⅱ期（国内出願または社会人出願） 2026Ⅱ (Application from within Japan or Application for Career Professionals)_DEMO

Confirm that your application status has changed to "Application Completed"

Application details

Beginning of application	07-06-2026 11:00:00(JST)
Application Deadline	07-31-2026 00:00:00(JST)
Examination date/time	2次選考：2026年11月28日（土） Saturday, November 28, 2026
Examination location	慶應義塾大学湘南藤沢キャンパス Keio University Shonan Fujisawa Campus

4. Application Documents

Keep the originals of the verification documents you have uploaded yourself; you will be required to submit some of them by mail if accepted for enrollment. Please note that submitted documents and theses cannot be returned.

○ = Required documents △ = Optional documents ★ = Required only if applicable

※ = Documents that may be uploaded by either the applicant or the issuing school. If you upload them yourself, you must send the original or a certified copy upon enrollment. To have your school upload them, send them a request via "Prepared by person other than applicant" on TAO.

Program		Master's			Doctoral			
Category*		J	O	CP	J	O	CP	CPO
01	Research Supervisor Acceptance Form	○	○	○	○	○	○	○
02	Applicant Evaluation Form	○	○	○	○	○	○	○
03	Application Form	○	○	○	○	○	○	○
04	Statement of Purpose	○	○	○	-	-	-	-
05	Research Plan	○	○	○	○	○	○	○
06	Research Experience	△	△	△	△	△	△	△
07	Other Supporting Documents	△	△	△	△	△	△	△
08	Video about your Research Plan	-	○	-	-	-	-	-
09	Record of Communication	-	○	-	-	○	-	○
10	Original Syllabus Proposal	-	-	-	○	○	-	-
11	List of Career Accomplishments (in Japanese or English)	-	-	-	-	-	○	○
12	Standardized Foreign Language Examination Result Certificate	-	-	-	○	○	○	○
13	Certificate of Graduation (or letter confirming graduation timeline)	○※	○※	○※	-	-	-	-
14	Certificate of Completion or Statement of Expected Completion of a Master's Course	-	-	-	○※	○※	○※	○※
15	Academic Transcript	○※	○※	○※	○※	○※	○※	○※
16	Academic Transcripts (Master's levels)	★※	★※	★※	○※	○※	○※	○※
17	Degree Certificate or Statement of Expected Possession of Academic Degree	★※	★※	★※	★※	★※	★※	★※
18	Online Verification Report of Higher Education Qualification Certificate (For those who graduated from a university in mainland China)	★	★	★	★	★	★	★
19	Proof of Current Employment	-	-	-	-	-	○	○
20	Passport Biodata Page	★	★	★	★	★	★	★
21	Japanese Language Proficiency Survey Form	★	★	★	★	★	★	★
22	Documents or Test Results Certifying Applicant's Japanese or English Language Ability	★	★	★	★	★	★	★
23	Certificate of Enrollment at an Educational Institution or Proof of Current Employment	-	★	-	-	★	-	-
24	ID document (e.g., family register, certificate of residence)	★	★	★	★	★	★	★

*Category:

J = Application from within Japan

O = Application from Overseas

CP (Master's) = Master's Application for Career Professionals

CP (Doctoral) = Doctoral Application for Career Professionals

CPO = Doctoral Application for Career Professionals from Overseas

Instructions for Application Documents

File Upload Guidelines

File format requirements vary by document. Please check the specific instructions for each. The maximum size per file is 20 MB for PDFs/JPEGs and 50 MB for MP4s.

[What to Submit by the Supervisor/Evaluator via TAO]

		Master's			Doctoral			
		J	O	CP	J	O	CP	CPO
No.01	Research Supervisor Acceptance Form	☐	☐	☐	☐	☐	☐	☐

Applicants must obtain consent from a graduate school committee member of their choice before requesting they fill out the form through TAO. Please refer to 3.A.2. on p.11 and 3.D. on p.12 for instructions. **The application will not be completed until the committee member submits the form.** We strongly recommend making this request well in advance of the deadline. Information regarding the Programs and a list of the graduate school committee members can be found at: <https://www.keio.ac.jp/en/sfc-pem/gsmg/program/>

Preparing the Research Supervisor Acceptance Form

Steps to complete by the applicant:

- Select "Research Supervisor Acceptance Form" under "Prepared by person other than applicant" and register your research supervisor.
- Once you register your research supervisor on the next screen, an email will be sent from TAO requesting them to complete the form.

To view the required fields in advance, access:

<https://www.keio.ac.jp/en/admissions/grad/info/gsmg/gao-evaluator/>

		Master's			Doctoral			
		J	O	CP	J	O	CP	CPO
No.02	Applicant Evaluation Form	☐	☐	☐	☐	☐	☐	☐
Master's program applicants are required to upload at least one evaluation form and may upload up to three evaluation forms.								
Doctoral program applicants must upload two evaluation forms.								

This form must be completed by evaluators you select. The graduate school committee member who will serve as your research supervisor cannot act as your evaluator.

Preparing the Applicant Evaluation Form

Steps to complete by the applicant:

- Select "Applicant Evaluation Form" under "Prepared by person other than applicant" and register your evaluator(s).
- Once you register your evaluator(s) on the next screen, an email will be sent from TAO requesting them to complete the form.

To view the required fields in advance, access:

<https://www.keio.ac.jp/en/admissions/grad/info/gsmg/gao-evaluator/>

Important:

If your research supervisor will be resigning within a year of your enrollment, you must submit **two** evaluation forms: one from your evaluator as instructed above, and one from the graduate school committee member who will take over the role.

【What to Submit by the Applicant via TAO】

		Master's			Doctoral			
		J	O	CP	J	O	CP	CP O
No.03	Application Form	☐	☐	☐	☐	☐	☐	☐

- Follow the onscreen instructions on TAO. **Make sure to select the correct semester of enrollment and application category, as these cannot be changed after submitting your application.**
- The email address entered will be used for contacting applicants. Please make sure to enter an email address you can be reached at.
- Upload photo. The applicant's photo should be a full-face view with no hat or headgear (unless worn for religious purposes), have a plain background, and have been taken within three months of the application deadline. It can be in black-and-white or color. The uploaded photo will be used to verify identification during the application process and after enrollment.
Photos that make it difficult to identify the applicant may result in disqualification.
- Your name must be registered as it is shown on your family register. If you wish to use your pre-marriage name, you may do so by completing the required process after enrollment.

		Master's			Doctoral			
		J	O	CP	J	O	CP	CPO
No.04	Statement of Purpose	☐	☐	☐	-	-	-	-

- Describe your reason for applying, your activities since graduating from high school, and your objectives upon entering the Graduate School of Media and Governance.
- Your statement of purpose must be typed and uploaded as a PDF file (A4 size, portrait orientation, horizontal text, no cover page).
- Your name and affiliation (faculty, university, etc.) should be written on the first page.
- While there are no specific requirements for formatting or word count, the document must not exceed five pages. Each page should be numbered in the bottom-right corner formatted as "page number/total pages" (e.g., 1/5, 2/5 3/5, 4/5, 5/5).

		Master's			Doctoral			
		J	O	CP	J	O	CP	CPO
No.05	Research Plan	☐	☐	☐	☐	☐	☐	☐

- Your research plan must clearly and concisely address: your past research topics, academic achievements, research project for the master's/doctoral program (including the topic, objectives, methodology, significance, key features, anticipated results, and required facilities).
- The document must be typed and uploaded as a PDF file (A4 size, portrait orientation, horizontal text, no cover page).
- Your name and affiliation (e.g., university, faculty) should be included on the first page.
- While there are no specific requirements for formatting or word count, the document must not exceed five pages. Each page should be numbered in the bottom-right corner formatted as "page number/total pages" (e.g., 1/5, 2/5).
- Diagrams, charts, and figures may be included to clarify your ideas and enhance readability.
- Sample template is available at the link below, though its use is optional.
https://www.keio.ac.jp/en/admissions/grad/info/gsmg/gao-application/#research_plan

		Master's			Doctoral			
		J	O	CP	J	O	CP	CPO
No.06	Research Experience (optional)	☐	☐	☐	☐	☐	☐	☐

- You may enter the title and summary of your graduation or master's thesis. To upload the thesis, the file must be in PDF format and 100MB* or less in total.
*Files exceeding 20 MB must be split and submitted in multiple parts (up to 5 files maximum).

		Master's			Doctoral			
		J	O	CP	J	O	CP	CPO
No.07	Other Supporting Documents (optional)	△	△	△	△	△	△	△

You may upload supporting materials as proof of your abilities and qualifications. These may include research papers, creative works (e.g., videos, music, photos, portfolios), and standardized test results. Aside from the instructions below, there are no specific restrictions:

- Upload supporting materials along with relevant descriptions. Provide summaries, supporting comments, or additional context in the designated fields on TAO.
- File formats must be PDF or JPEG .
- Up to 10 files in total across PDF and JPEG formats may be uploaded.
- Each file must not exceed 20MB.
- All PDF documents must be A4 size. Multiple-page PDFs must include page numbers.
- For items that involve evaluation and selection (such as certificates or study abroad programs), provide documents showing the selection process or application guidelines, along with your final results in PDF format.
- To submit a video as a supporting document, upload the file to Microsoft OneDrive or Google Drive using your personal account. Then enter the link on TAO. While there is no limit on the number of files or file size, any documents that are found to have been updated or modified after the application deadline will not be accepted for screening.

		Master's			Doctoral			
		J	O	CP	J	O	CP	CPO
No.08	Video about your Research Plan	-	○	-	-	-	-	-

Please submit a video in English or Japanese describing your past research and research plan upon entering the Graduate School of Media and Governance.

- The video file must be no longer than two minutes and 50MB or less.
- Format: The video must be playable in Windows Media Player (*.mp4).
- The video must feature the applicant speaking on camera. Animated or heavily edited or filtered videos will not be accepted.

		Master's			Doctoral			
		J	O	CP	J	O	CP	CPO
No.09	Record of Communication	-	○	-	-	○	-	○

Please upload a detailed record of communication (preferably email correspondence) between yourself and a graduate school committee member from the Program of your choice. The record should be uploaded as a PDF file and must demonstrate that you have thoroughly discussed your research plan with them online and obtained their informal consent to serve as your research supervisor.

		Master's			Doctoral			
		J	O	CP	J	O	CP	CPO
No.10	Original Syllabus Proposal	-	-	-	O	O	-	-

The original syllabus proposal serves as the equivalent of a written examination. In lieu of an exam, applicants are required to develop a course syllabus to demonstrate their comprehensive knowledge and understanding of their field, as well as their ability to communicate concepts effectively.

Please design a 15-week course intended for first-year master's students that provides an overview of your specialized field. Your original syllabus proposal should outline course content, how you will introduce it to students, and how you will facilitate their learning.

Please upload a PDF file detailing your proposal (five to ten A4 size pages, up to 100 MB total*). Key elements to cover may include:

- Course description, objectives, and significance
- Weekly lecture topics and readings
- Teaching methods and materials
- Grading criteria
- Explanation of how each course material connects to the overall course and specific lectures

Your proposal will be evaluated based on:

- Relevance and appropriateness as a university course
- Coherence and systematic integration of existing knowledge within the field
- Originality and structure of the course design
- Clarity and compelling rationale

Note:

This proposal is not intended to match existing SFC undergraduate or graduate syllabi; please apply your own creativity and originality when designing your syllabus. If a submitted proposal is found to be plagiarized or copied from existing sources, it will be treated as academic misconduct and your application eligibility will be revoked.

*Proposals exceeding this page limit may not be evaluated. Files exceeding 20 MB must be split and submitted in multiple parts (up to 5 files maximum).

		Master's			Doctoral			
		J	O	CP	J	O	CP	CPO
No.11	List of Career Accomplishments (in Japanese or English)	-	-	-	-	-	O	O

Applicants must upload a list of their career accomplishments. The list must contain clear and specific explanations of the applicant's most significant accomplishments in the workplace beginning from earlier accomplishments to the present. The file must be a PDF and total 100MB* or less.

*Files exceeding 20 MB must be split and submitted in multiple parts (up to 5 files maximum).

		Master's			Doctoral			
		J	O	CP	J	O	CP	CPO
No.12	Standardized Foreign Language Examination Result Certificate	-	-	-	O	O	O	O

You must submit standardized test scores or a proficiency certificate for the foreign language required for your research, chosen from the specified tests listed below. Please upload the official certificate issued by the testing agency; uncertified digital copies will not be accepted.

If you request the agency to send your scores directly to us, select "To be sent directly by the testing agency" on TAO and upload a PDF of your score report and proof of official score transmission (if available). If direct transmission is not available, you must mail us the original hard copy once accepted for enrollment.

If you are unable to provide an official certificate, you must upload an explanatory note along with supporting evidence of your language proficiency (e.g., university transcripts showing language course grades and credits). Any document or certificate in a language other than English or Japanese must include a certified translation from a public institution, such as the issuing school or an embassy.

List of Standardized Foreign Language Examinations:

Language	Name of the Standardized Foreign Language Examination
English	TOEFL, IELTS, TOEIC, EIKEN Test in Practical, TOEFL-ITP (conducted at SFC)
German	Diplom Deutsch in Japan / German Diploma in Japan
	Zentrale Mittelstufenprüfung (ZMP)
	TestDaF
French	Diplôme d'Aptitude Pratique au Français
	Diplôme d'études en langue française / Diplôme approfondi de langue française (DELF/DALF)
	Test de connaissance du français (TCF)
Chinese	中国語検定 / Test of Chinese Proficiency
	漢語水平考試 / Hanyu Shuiping Kaoshi (HSK)
Spanish	Evaluación Oficial del Conocimiento de la Lengua Española
	Diplomas de Español como Lengua Extranjera (DELE)
Japanese	日本語能力試験 Japanese Language Proficiency Test (JLPT)
Korean	Test of Proficiency in Korean (TOPIK)
	The Korean Language Proficiency Test (KLPT)
Malay-Indonesian	Ujian Bahasa Indonesia

		Master			Doctoral			
		J	O	CP	J	O	CP	CPO
No.13	Certificate of Graduation (or letter confirming graduation timeline)	O*	O*	O*	-	-	-	-
No.14	Certificate of Completion (or letter confirming completion timeline)	-	-	-	O*	O*	O*	O*

- [Master's program applicants] You must upload the official Certificate of Graduation from your undergraduate university.
- [Doctoral program applicants] You must upload the official Certificate of Completion from your graduate school.
- If you cannot submit the original, a certified copy will be accepted. The copy must be certified by a public institution such as your university or an embassy.
- The document must be issued within three months of the application deadline and must show both the date of issuance and the date of (expected) completion.
- Certificates in a language other than English or Japanese must be uploaded along with a certified English or Japanese translation. The translation must be certified by a public institution such as the issuing school or an embassy, confirming it is an accurate reflection of the original.

		Master's			Doctoral			
		J	O	CP	J	O	CP	CPO
No.15	Academic Transcript	O※	O※	O※	O※	O※	O※	O※
No.16	Academic Transcripts (Master's levels)	★※	★※	★※	O※	O※	O※	O※

- [Master's program applicants] You must upload official academic transcripts from your undergraduate university, as well as from any graduate schools where you are currently or previously enrolled.
- [Doctoral program applicants] You must upload official academic transcripts from both your undergraduate and graduate schools.
- If you cannot submit the original, a certified copy will be accepted. The copy must be certified by a public institution such as the issuing school or an embassy.
- The document must be issued within three months of the application deadline and must show the date of issuance.
- Documents in a language other than English or Japanese must be uploaded along with a certified English or Japanese translation. The translation must be certified by a public institution such as the issuing school or an embassy, confirming it is an accurate reflection of the original.
- Applicants who were enrolled at more than one university or graduate school as full-time students must upload official academic transcripts from all institutions attended. If your enrollment was too short for transcripts to be issued, upload a Certificate of Enrollment along with an explanatory note. If you transferred within the same university, upload academic transcripts for all programs. If you have completed or are on track to complete a master's program, upload a Certificate of Completion or Certificate of Expected Completion as well.

Notes on No. 16 (★)

Applicants to the master's program who are currently or previously enrolled in graduate school must upload this item. If your enrollment was too short for transcripts to be issued, upload a Certificate of Enrollment along with an explanatory note.

		Master's			Doctoral			
		J	O	CP	J	O	CP	CPO
No.17	Degree Certificate (or letter confirming completion timeline)	★※	★※	★※	★※	★※	★※	★※

- You must submit item No.17 if you have completed or are on track to complete the degree outside Japan.
- If the academic transcript, certificate of completion (or letter of completion timeline) do not indicate (expected) completion of the degree, upload this additional certificate.
In principle, copies will not be accepted. If originals are not available, a copy certified by the university or embassy must be uploaded.

		Master's			Doctoral			
		J	O	CP	J	O	CP	CPO
No.18	Online Verification Report of Higher Education Qualification Certificate (教育部學歷證書電子註冊備案表)	★	★	★	★	★	★	★

- You must submit item No.18 if you have graduated from a university in mainland China (excluding Hong Kong and Macau).
- Register with the website for the Ministry of Education of the People's Republic of China (www.chsi.com.cn/xlcx/bgys.jsp), print a PDF document, and upload it.
- Make sure that your web authentication has at least six months of validity at the time of submission.

		Master's			Doctoral			
		J	O	CP	J	O	CP	CPO
No.19	Proof of Current Employment (in English or Japanese)	-	-	-	-	-	O	O

Please upload official proof of employment issued by your current organization within three months of the application deadline. If you have been with your current employer for less than five years, you must also upload proof of employment from your previous employer(s) to reflect a full five years of experience.

		Master's			Doctoral			
		J	O	CP	J	O	CP	CPO
No.20	Passport Biodata Page	★	★	★	★	★	★	★

This item is required for foreign nationals. Please upload a copy of your passport biodata page that shows your photo, name, and nationality as a PDF or JPEG file.

		Master's			Doctoral			
		J	O	CP	J	O	CP	CPO
No.21	Japanese Language Proficiency Survey Form	★	★	★	★	★	★	★

If you are a foreign national, you need to complete and upload the Japanese Language Proficiency Survey Form via the link below:

https://www.keio.ac.jp/en/admissions/grad/info/gsmg/gao-application/#japanese_language_proficiency_survey_form

		Master's			Doctoral			
		J	O	CP	J	O	CP	CPO
No.22	Documents or Test Results Certifying Applicant's Japanese or English Language Ability	★	★	★	★	★	★	★

This item is required for foreign nationals. Please upload the original certificate of your English or Japanese language proficiency test. If you are unable to provide official test results, you must upload an explanatory note along with supporting evidence of your proficiency (e.g., academic transcripts showing grades and credits from university language courses).

		Master's			Doctoral			
		J	O	CP	J	O	CP	CPO
No.23	Certificate of Enrollment at an Educational Institution or Proof of Current Employment	-	★	-	-	★	-	-

This item is required for Japanese nationals. Please upload a Certificate of Enrollment or Proof of Current Employment. The document must state your reasons for living abroad, as well as the specific timeframe of your stay.

		Master's			Doctoral			
		J	O	CP	J	O	CP	CPO
No.24	ID document such as family register (<i>koseki shōhon</i>) or certificate of residence (<i>jūminhyō</i>)	★	★	★	★	★	★	★

This item is required if your name on the application differs from your certificate(s) or other documents. Foreign nationals may apply with their common names only if the names are registered as such on their Certificate of Residence.

Your name in TAO must be the same as in your family register

5. Schedule

All times are shown in Japan Standard Time

Application Period II, 2026 (April 2027 and September 2027 Enrollment)	
Complete Your Application on TAO	10:00 a.m., Friday, September 11 – 3:00 p.m., Wednesday, October 7, 2026
Check your application status	From 11:00 a.m., Friday, October 16, 2026
Check Your First-round Results	From 3:00 p.m., Thursday, November 12, 2026
Attend the Interview* ¹	Saturday, November 28, 2026
Check Your Screening Results	From 11:00 a.m., Monday, November 30, 2026

*1: Interview candidates will receive their interview schedule via TAO on the date the first-round results are announced.

6. Application Fee

A. Application Fee and Payment Method

The application fee differs by the application category. Applicants must complete the payment via TAO before completing their application. Please ensure payment is made well ahead of the deadline. Late payments cannot be accepted for any reason. It may take a few minutes for the transaction to be reflected on TAO.

Program	Application Category	Amount	Payment Period	
Master’s	Application from within Japan	35,000 JPY	Friday, September 11, 2026 – 3:00 p.m., Wednesday, October 7, 2026	
	Application for Career Professionals			
	Application from Overseas	15,000 JPY		
Doctoral	Application from within Japan	35,000 JPY		Friday, September 11, 2026 – 3:00 p.m., Wednesday, October 7, 2026
	Doctoral Program for Career Professionals			
	Application from Overseas	15,000 JPY		
	Doctoral Program for Career Professionals from Overseas			

B. Refund of the Application Fee

The application fee is non-refundable. However, a refund may be considered in the following cases:

- If the application fee was paid but the application was either not completed on TAO or not accepted.
- If the application fee was mistakenly paid twice.

Applicants to whom the special circumstances above a) or b) apply should contact the Admissions Office by the following dates at the latest:

- Friday, October 16, 2026 for Application Period II

The Admissions Office will then send the applicant the necessary documents to complete the refund process by email. If the refund request is accepted, the application fee will be refunded to the bank account specified by the applicant. Any applications for a refund received after the deadline will not be accepted.

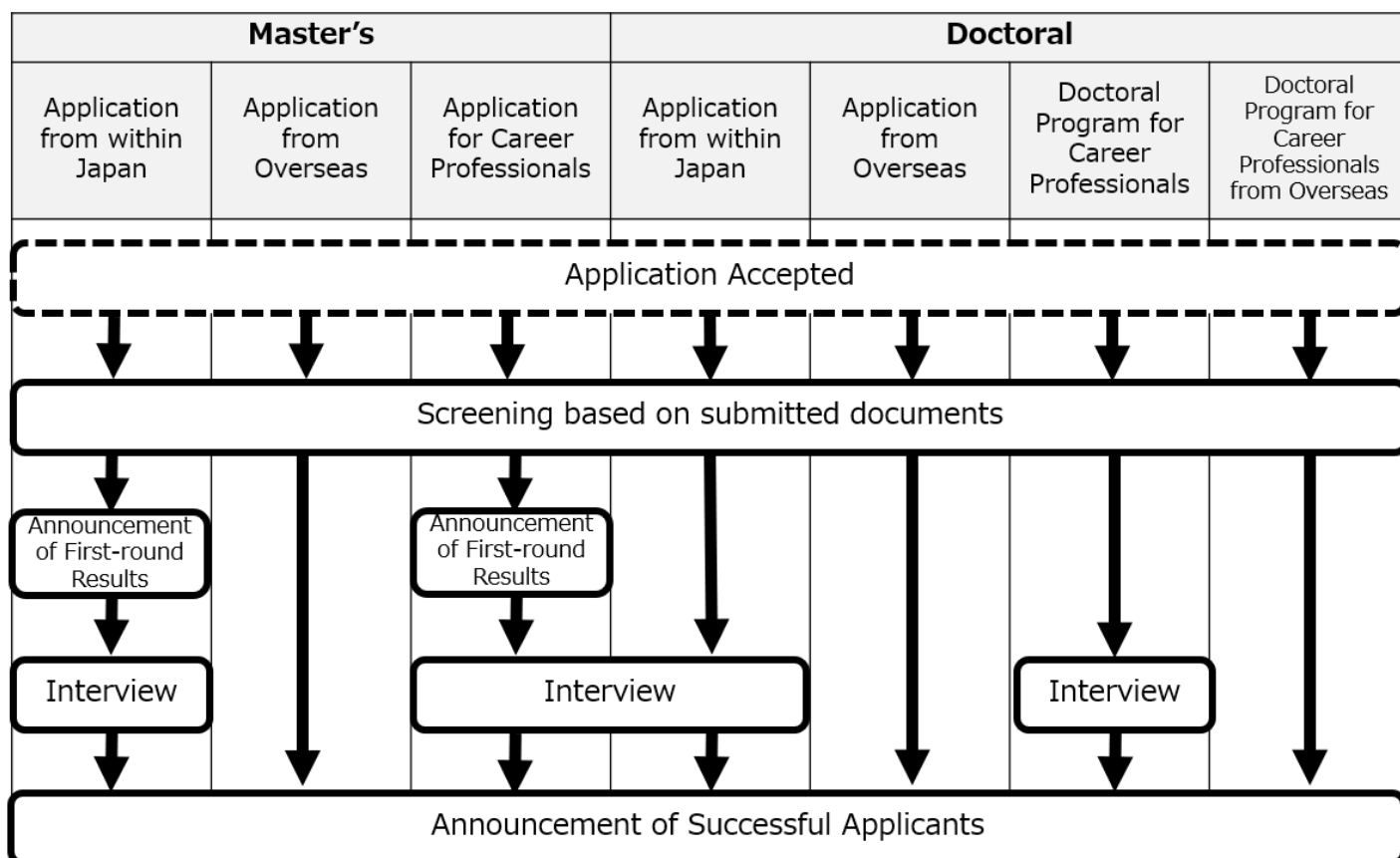
The refund will be transferred to a bank account in Japan; however, if the applicant does not have a bank account in Japan, it will be remitted through an overseas bank account. In this case, please note that the remittance charge and other fees must be paid by the applicant.

7. Examination Slip

Once an application has been officially processed, an examination slip will be issued. Applicants must bring their examination slip to their interview.

8. Screening Method and Announcement of Results

Screening Steps



Screening based on submitted documents

Screening of applicants will be based on the evaluation of submitted application documents. The academic level of applicants, their motivation to conduct research, and research capability are comprehensively evaluated.

Announcement of First-round Results

To check your first-round results, log in to TAO, click “Applications” on the top menu bar, select the relevant application, and then click “View my screening results.” Interview candidates will receive their interview schedule via TAO on the date the first-round results are announced. The interviews will be conducted at the Shonan Fujisawa Campus.

Interview

An interview will be held for the applicants to the Master's Program who passed the first-round examination and for all applicants to the Doctoral Program (excluding those who have applied from overseas.)

The time and place of the interview will be announced through TAO when the First-round Results are announced. Applicants must bring their examination slip to the interview, so be sure to print it out beforehand. Refer to 7. "Examination Slip" on page 24.

Announcement of Successful Applicants

Applicants can check the results of their screening through TAO.

Screening

- **Master's Application from within Japan**
First-round screening will be based on the evaluation of submitted application documents. The academic level of applicants, their motivation to conduct research, and research capability are comprehensively evaluated.
Those who pass the first-round screening will be interviewed in the second-round screening (interview).
- **Master's Application from Overseas**
Screening of applicants will be based on the evaluation of submitted application documents and a record of communication between the applicant and the graduate school committee member who belongs to the applicant's desired Program. The academic level of applicants, their motivation to conduct research, and research capability will be comprehensively evaluated through the application documents and the record of communication between the applicant and the graduate school committee member.
- **Doctoral Applications from within Japan**
A final decision will be made after an examination of the applicant based on their application documents and interview. The time and place of the interview will be announced to everyone through TAO.
- **Doctoral Applications from Overseas**
Final selection of successful applicants will be based on approval by the research supervisor and the screening of the application documents.

Applicants to the doctoral program must thoroughly discuss their research plan with a graduate school committee member of their choice and obtain their consent to serve as their research supervisor before applying.

Applications will be evaluated holistically based on:

- i) submitted materials, including the research plan, record of communication, original syllabus proposal, standardized foreign language examination result certificate, and the interview (for applicants in Japan), and
- ii) the applicant's ability and aptitude to conduct doctoral-level research and earn a doctoral degree.

In addition, we will evaluate how well the applicant's research topic aligns with the expertise and research fields of their prospective research supervisor.

**Inquiries concerning screening results will not be answered.*

9. Important Notes on Applications

1. The policies below apply if either or both of the following occur, regardless of the reason: i) you provide any false, incomplete, or inaccurate information in your application or engage in any misconduct during an interview or other part of the screening process, ii) the originals of the required verification documents fail to reach the Admissions Office by the specified deadline. Which policy applies depends on whether you are currently in the application process, accepted for enrollment, or enrolled in the university:

- During the application or screening process

The applicant will be deemed ineligible for the screening, and any paid application fees will NOT be refunded. Furthermore, all examination and screening results at the university for that academic year will be invalidated.

- After the applicant has been accepted for enrollment

The applicant's acceptance for enrollment will be revoked, and any paid application fees will NOT be refunded. Furthermore, all examination and screening results at the university for that academic year will be invalidated.

- After the applicant has enrolled in the Graduate School of Media and Governance

The applicant will be dismissed from the school, and application fees, academic fees and expenses will NOT be refunded. Furthermore, any successful applicant who acts in a manner detrimental to the university or fails to meet obligations to the university will have their acceptance for enrollment revoked.

2. In case your address changes after you submit your application, please notify the Admissions Office immediately by email at gao-request@sfc.keio.ac.jp using the subject line below:
 “Address Change Notice: Application to the Graduate School of Media and Governance”
 Please include the following information in your email:

a. Your name	d. Your examination number (if your examination slip has been issued)
b. Date of birth	e. Updated address, including postal code
c. Your application category	f. Date (or expected date) of change

In addition, please set up a mail forwarding service.

3. Applicants who have been diagnosed with an infectious disease specified under the School Health and Safety Act and have not fully recovered by the interview date must refrain from attending to prevent an outbreak. Exceptions may be made if a doctor (or a school doctor) confirms that the applicant's condition has improved and that attending the interview poses no risk of infecting others. As a rule, the Graduate School does not reschedule interviews or refund application fees if an applicant cannot attend for the reasons mentioned above.
4. In unforeseen circumstances, the Graduate School may change the schedule for admissions. In principle, Keio University does not bear responsibility for any inconvenience, cost, or any kind of loss caused to applicants as a result of this rescheduling. The following website will be used to provide further information, so applicants are advised to check it regularly: <https://www.keio.ac.jp/en/sfc-pem/>

10. Enrollment Registration

The enrollment registration guide will be sent to successful applicants by email about one month before the enrollment registration deadline. Please follow the guide to complete your enrollment registration. If your mailing address has changed from the one registered on TAO, please notify the Admissions Office by following the instructions in 9.2. to ensure you receive your enrollment registration documents.

A. Enrollment Registration Deadline

Enrollment Period	Enrollment Registration Deadline
April 2027	Monday, March 1, 2027 (tentative)
September 2027	Wednesday, September 1, 2027 (tentative)

B. Procedures

You can complete your enrollment registration by following the four steps below. **Failure to complete your registration in full within the specified periods will result in the automatic withdrawal of your enrollment, and the forfeiture of your eligibility to enter the university. Please take special note of the deadline.**

Step 1: Pay the academic fees and expenses

Step 2: Submit documents for verification, and apply for a visa if required

Step 3: Complete online enrollment registration in the Enrollment System

Step 4: Submit enrollment registration documents by post

C. Required Documents

1. Certificate of Graduation/Completion and Academic Transcript (applicable only if you applied prior to graduation or uploaded these documents yourself)
2. Standardized Foreign Language Examination Result Certificate (if direct transmission is not available)
3. Copy of passport and residence card (foreign nationals only)
4. Proof of current employment (applicable only if you applied for the Doctoral Program for Career Professionals)
5. Certificate of Enrollment or Enrollment (Japanese nationals applying from overseas only)
6. Identity verification document such as a copy of family register (*koseki shōhon*) or certificate of residence (*jūminhyō*)

11. Academic Fees and Scholarships

A. Academic Fees

At present, academic fees for students enrolling in April or September 2027 have not been finalized. Applicants may refer to the table below for academic fees required for enrollment in 2026 for approximate figures.

1. Academic Fees Required for Academic Year 2026

The following table shows the academic fees required for enrollment in Academic Year 2026:

		April 2026 Enrollment		September 2026 Enrollment	
		Master's	Doctoral	Master's	Doctoral
Academic Fees	Registration Fee	70,000	70,000	35,000	35,000
	Tuition Fee	1,570,000	740,000	785,000	370,000
Other	Materials Distribution Fee and Other Course-Related Fees	8,000	8,000	4,000	4,000
	Student Health Care Mutual Aid				
	Registration Fee	100	100	100	100
	Annual Fee	2,500	2,500	1,250	1,250
Total		1,650,600	820,600	825,350	410,350
(Amount for Spring Semester if paid in installments)		(825,350)	(410,350)		
(Amount for Fall Semester if paid in installments)		(825,250)	(410,250)		

(Unit: JPY)

- * Academic fees, excluding the Student Health Care Mutual Aid Association Registration Fee, can be paid in one lump sum or in two installments, once each Spring and Fall Semester (amounts shown in brackets). Academic fees for Fall Semesters should be paid by the end of October each year.
- * The Student Health Care Mutual Aid Association Registration Fee is charged in your first year only. Students who have completed a graduate program at Keio University and are enrolling in the Graduate School of Media and Governance are exempt from paying the health insurance registration fee. Students who have completed a master's program at Keio University and are continuing their doctoral study within one year from the date of completion are also exempt from paying the health insurance registration fee. Students who have enrolled in or completed the professional degree program and are enrolling in the Graduate School of Media and Governance must pay the health insurance registration fee.
- * Please note that the Materials Distribution Fee and Other Course-related Fees, and the Student Health Care Mutual Aid Association (Registration Fee and) Annual Fee are collected by the university on behalf of other organizations and may be revised each academic year.

2. Academic Fees after Enrollment

Keio University applies a sliding scale set forth in the University Rules and Regulations to calculate the registration and tuition fees, and students must pay a specific amount based on this system each academic year of enrollment. It should be noted that the yearly rate of increase is based on the sliding rate (i.e., the rate for national public-servant pay increases as reported by the National Personnel Authority).

3. Refunds

In principle, academic fees cannot be refunded. However, all fees will be refunded to those who decline the offer of admission by the specified process and by the specified date. The deadline will be specified in the enrollment registration guide. Please note that your eligibility for admission may be revoked if it is confirmed that the submitted documents contain false information or fraudulently obtained certificates have been submitted. In such cases, all fees paid up to that point will not be refunded.

B. Scholarships Programs

Scholarship programs provide assistance to students who have difficulties in pursuing their studies for financial reasons or those who demonstrate particular excellence in their personality and studies.

The application procedure for the scholarships available at Keio University differs for Japanese and international students.

Scholarship applications are mainly accepted in April and May. There are some documents that need to be prepared right after admission, so if you intend to apply for scholarships, please visit the following website.

- Information for students whose nationality is Japanese (including students who have dual nationality), and international students whose status of residence is 【永住者】 (Permanent Resident) or 【日本人の配偶者等】 (Spouse or Child of Japanese National) etc.

Website for Keio Students, SFC Scholarships page:

<https://www.students.keio.ac.jp/en/sfc/scholarships/unique/>

(If students wish to apply for any of the scholarships provided by Keio University, they are required to complete most application procedures in Japanese, which includes reading and understanding of the materials, filling in the application forms and attending interviews.)

- Information for students whose nationality is other than Japanese, and whose status of residence is 【留学】 (Student).

Keio University International Center Website, Scholarships page:

<https://www.ic.keio.ac.jp/en/life/scholarship>

Scholarships Offered by the Graduate School of Media and Governance

GAO Scholarship	The GAO Scholarship is awarded by the Graduate School of Media and Governance to exceptionally meritorious students who are admitted to the master's program. The scholarship gives a waiver to selected students for their first-year tuition and registration fees (1.59 million JPY for AY2025). The GAO Scholarship may continue to be offered for up to two years (minimum term of study) until the completion of the coursework if the scholarship recipient maintains an excellent academic record and fulfills the requirements for the following year. Those who are selected to receive the scholarship will be notified after the announcement of the admission examination results.
Keio Research Encouragement Scholarship	The Keio Research Encouragement Scholarship is awarded to the students who have a high degree of research motivation and are expected to achieve outstanding research in the future. The amount of this scholarship is 300,000 JPY/year. Those who are selected to receive the scholarship will be notified after the announcement of the admission examination results.

Screening for the GAO Scholarship and the Keio Research Encouragement Scholarship involves selection based on application documents.

Please refer to the following website for information on the Japan Student Services Organization (JASSO) "Repayment Exemption for Students with Excellent Grades" system for Master's Programs (or Professional Degree Program for the Law School).

<https://www.students.keio.ac.jp/com/scholarships/mmenjo.html> (Japanese language only)

C. Keio University Education Promotion Fund (Donations) and Keio University Bonds (School Bonds)

- Keio University Education Promotion Fund
An annual 30,000 JPY per unit (two or more units are recommended)
- Keio University Bonds
100,000 JPY per unit (three or more units are recommended)
Amounts paid to Keio University Bonds will be returned after graduation or upon course completion.

Many people have contributed to these optional but important funds that are used to enhance education at Keio University. More information on how to contribute will be sent after admission.

12. Campus Map

Our campus map is available at: <https://www.keio.ac.jp/en/about/campus/sfc/>

Admissions Office of the Graduate School of Media and Governance
Keio University Shonan Fujisawa Campus
Postal Address: 5322 Endo, Fujisawa-shi, Kanagawa 252-0882 Japan
Email: gao-request@sfc.keio.ac.jp