

Keio University

2027/2028 Keio CEMS MIM Programme Application Guidelines

For Keio Outgoing Students

(1st Application period)

The CEMS MIM Programme aims to develop graduates with strong international business competencies, including:

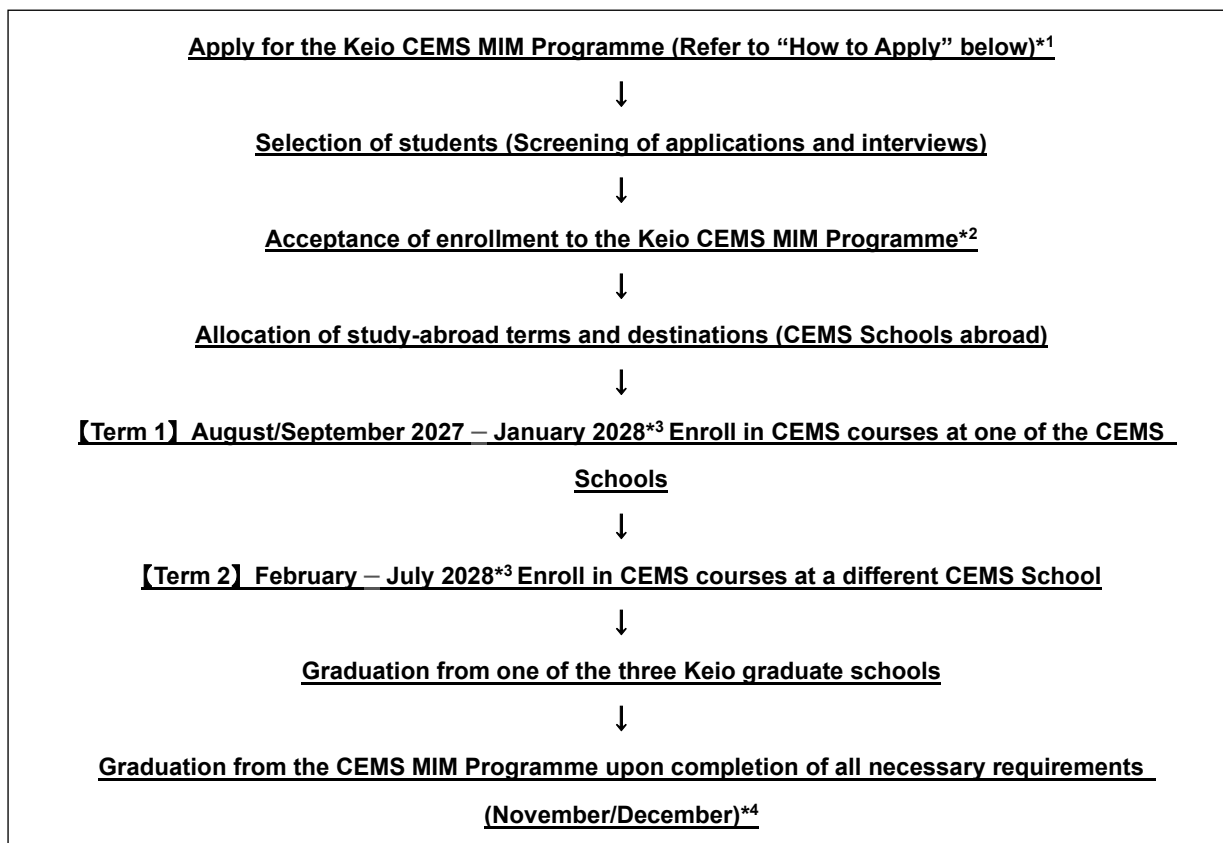
- Global business awareness
- Data and technology literacy
- Business transformation capability
- Evidence-based problem solving
- Ethical and inclusive leadership
- Reflective and resilient leadership

This document contains important information for students enrolled in the Graduate School of Economics, the Graduate School of Business and Commerce, and the Graduate School of Media Design who wish to apply for the CEMS Master's in International Management (MIM) Programme. If you wish to apply for the CEMS MIM Programme but are not enrolled in any of these graduate schools, please follow the guidelines provided by the respective graduate schools. You are eligible to apply for the CEMS MIM Programme if you are currently enrolled in, or have been admitted to, one of the following three graduate schools.

Graduate School of Economics (KEC)	https://www.keio.ac.jp/en/econ/
Graduate School of Business and Commerce (KBC)	https://www.keio.ac.jp/en/fbc/
Graduate School of Media Design (KMD)	https://www.kmd.keio.ac.jp/

I. APPLICATION PROCESS

The Keio CEMS MIM Programme is a double-degree programme offered by the Graduate School of Economics, the Graduate School of Business and Commerce, and the Graduate School of Media Design. Since it is a double-degree programme, you will not be able to earn the CEMS MIM degree without also earning a master's degree from one of these graduate schools. Please note, as shown in the flow chart below, the semesters (Term 1/Term 2) and the universities where you will be allocated for studying abroad will be determined after you are selected as a Keio CEMS MIM student. CEMS is interested in producing graduates who will thrive on the global stage. Therefore, we select students who will enthusiastically exert their utmost effort wherever they are in the world.



*1 You will be able to indicate your preferences regarding your study-abroad terms and destinations when filling out CEMS Web Registration (the CEMS Common Application Form). You are not permitted to change your preferences after the application deadline. Based on your preferences, your study abroad terms and destinations will be determined by the CEMS Steering Committee after the final interview. However, there is no guarantee that you will be allocated to your preferred terms and destinations.

*2 Students are required to pay a Student Registration and Handling Fee (€120 for students in AY 2027/2028) to the CEMS headquarters. As a general rule, students of the CEMS MIM Programme are exempt from tuition fees at their study abroad destinations (certain institutions may charge students additional fees for specific programs, such as Block Seminars). CEMS students shall bear the costs of their flight tickets and living expenses (e.g., accommodation, food, transportation, and other expenses).

*3 Term dates and schedules vary by CEMS School.

*4 The CEMS Graduation Ceremony will take place once a year in November/December at one of the CEMS Schools.

Application Requirements

Applicants must meet all of the following conditions:

● Enrolment Status

You must currently be enrolled in or scheduled to be enrolled in one of the following master's programmes at the time of application:

- (1) Keio University Graduate School of Economics
- (2) Keio University Graduate School of Business and Commerce
- (3) Keio University Graduate School of Media Design

Note: If you are currently receiving, planning to apply for, or scheduled to receive any scholarships, you must consult with both the Scholarships and Financial Assistance Team at the Office of Student Services and your affiliated graduate school before preparing your application. This is because recipients of certain scholarships may be restricted to study only within Japan, and this will prevent you from satisfying the CEMS MIM study-abroad requirements.

● Academic Preparation

You must meet one of the following two conditions to demonstrate your academic preparedness for the CEMS MIM Programme at the time of application:

- (1) You have received a bachelor's degree in either management, economics, or a related field; or
- (2) You have successfully passed the equivalent of a minimum of 60 ECTS credits from a full-time business education (to be presented at the start of the programme).

Note: If you are a master's student in the Graduate School of Media Design and you have not received a bachelor's diploma in Management, Economics, or any related fields, nor earned the equivalent of a minimum of 60 ECTS credits from a full-time business programme (and are prepared to submit relevant documentation at the start of the programme), you are required to submit a personal statement that describes your background (both educational and work experience) to demonstrate that you satisfy the above conditions.

● Language Proficiency

All applicants must be competent in English at the time of application. Applicants should be aware of the CEMS language requirements upon graduation before applying for the CEMS MIM Programme. Please refer to the “Language Requirements upon Graduation” for more details.

You must provide proof of English proficiency (if English is not your mother tongue) through any of the following (minimum level):

Test Type	Minimum Level / Score Required	Key Restrictions & Notes
TOEFL iBT	• Before Jan 21, 2026: Overall 100 (0-120 scale) • On/After Jan 21, 2026: Overall 5.0 (1-6 scale), including a reference to a minimum score of 100 on the old scoring scale • Home Edition: Overall 100 (min 20 in each section)	• Test must be taken within 2 years prior to the final application deadline. • Submit a copy of your "Test Taker Score Report". • NOT Accepted: TOEFL ITP, "TOEFL My Best Scores".
IELTS (Academic)	• Paper / Computer: Overall 7.0 • IELTS Online: Overall 7.0	• Test must be taken within 2 years prior to the final application deadline. • Submit a copy of your "Test Report Form (Academic Module)". • NOT Accepted: "IELTS Academic One Skill Retake".
PTE Academic	• Overall 68	• Test must be taken within 2 years prior to the final application deadline.
Cambridge English	• CPE: Grade C • CAE: Grade B • BEC: Higher Grade B	• Test must be taken within 2 years prior to the final application deadline.

Test Type	Minimum Level / Score Required	Key Restrictions & Notes
Exemptions	• A-level GCSE issued in Singapore. • A bachelor's degree entirely taught in English from an institution located in an English-speaking country, or from a CEMS or an EQUIS/AACSB accredited institution • A bachelor's degree from the PEARL Programme (Faculty of Economics, Keio University)	• Proof of degree acquisition must be submitted along with other application documents.

Note: You are required to submit proof of English proficiency along with all the other application documents. If you are unable to meet the CEMS requirements at the time of application but you still have a strong desire to participate in the programme, please consult with the Keio CEMS Office or the Office of Student Services of your affiliated graduate school in advance, as the application may be conditionally accepted.

How to Apply

After you have thoroughly read the Application Requirements section above, you must:

- (1) Complete registration online via the CEMS website below.

CEMS Registration (for Keio students) <https://www.cems.org/selection/>

*Please select the registration link under “Japan/Keio University.”

- (2) To KEC and KBC students: Submit all of the application documents, as given in the Application Documents section below, to your affiliated graduate school. The documents must be in the same order as listed below. Do not use staples.

Where to Submit Applications

Graduate school you are enrolled in / scheduled to be enrolled in:	Submit your documents to:
Graduate School of Economics (KEC)	Economics Academics Team, Office of Student Services at Mita Campus
Graduate School of Business and Commerce (KBC)	Business and Commerce Academics Team, Office of Student Services at Mita Campus
Graduate School of Media Design (KMD)	Follow the instructions announced by the KMD Office

*Please consult with the designated graduate school's team within the Office of Student Services if you are not able to submit them in person.

Application and Selection Schedule

Keio offers two application periods, one in fall and one in spring. You may apply in either period. However, applicants for the second application period should note that: (1) Students who are admitted to the CEMS MIM Programme during the first application period are allocated to the CEMS Schools before the second application period begins. This will result in study-abroad destinations being narrowed for the second application period. (2) Certain CEMS schools set their registration deadline before the end of the second application period at Keio. Thus, these schools cannot be selected as your preferred study-abroad destination.

1st Application Period for CEMS MIM Year 2027/2028

	Graduate School of Economics (KEC)	Graduate School of Business and Commerce (KBC)	Graduate School of Media Design (KMD)
Online Registration	Please register from the web site below during the application period of your affiliated graduate school. https://www.cems.org/selection/		
Application Period	mid-September – Fri, September 18, 2026	Mon, October 5 – Fri, October 9, 2026	Mon, October 19 – Wed, November 4, 2026
Interview at your affiliated Graduate School	October	Tue, October 13 – Fri, November 6, 2026	Tue, November 10- Wed, November 18, 2026
Screening via the Graduate School	October	Tue, November 17, 2026	Thu, November 26, 2026
Selection Results from the Graduate School	Early December, 2026		
CEMS Final Interview* ⁵	Friday, December 11, 2026		
CEMS Final Interview Result	Wednesday, December 16, 2026		
Allocation of Study-abroad destinations and terms	December 2026 – May 2027		

*5 Only Applicants who have successfully passed the internal screening conducted within each graduate school may proceed to the CEMS final interview. The final results will be determined by the CEMS Steering Committee. The CEMS Steering Committee will allocate the study-abroad destinations and terms of each successful applicant after the results have been announced.

Application Materials (All documents must be written in English)

#	Document Name	Target Applicants	Format / Source Link	Key Instructions
1	CV	All	Free Format (A4)	A photo must be attached.
2	Statement of Purpose	All	Free Format (A4, max 2 pages)	
3	Statement of Reason for CEMS Schools	All	Download Form	Briefly state the reasons why you have selected your preferred CEMS Schools.
4	Declaration regarding Mother Tongue	All	Download Form	Cannot be changed once submitted. If declaring multiple languages, submit a separate form for each language.
5	Language Proficiency Certificate	Non-English-Native	Photocopy	Online printouts are accepted temporarily if the original is delayed. Submit the original certificate after you receive it.
6	Grade Point Calculation Sheet	All	Download Form	Must use the designated sheet for Keio CEMS students.

#	Document Name	Target Applicants	Format / Source Link	Key Instructions
7	Academic Transcript	All	Original (English)	• Students who have not yet enrolled in a master's programme, or who are in their first semester of a master's programme: Undergraduate transcript. • Students in their second semester or later of a master's programme: BOTH undergraduate and latest graduate transcripts.
8	Written Oath	All	Download Form	Sign and submit.
9	Additional Background Statement	KMD students only	Free Format (A4, 1 page)	A statement that describes your background (both educational and work experience) to satisfy the conditions described in "Academic Preparation" on Page 3.

II. CEMS MIM GRADUATION REQUIREMENTS

Besides completing the master's program in one of the three Keio graduate schools, you need to fulfil the CEMS MIM Graduation requirements. Please refer to the CEMS website for the latest information:

<https://www.cems.org/cems-mim/programme-description>

CEMS MIM YEAR						
TERM 1 – <i>School 1</i> Typically August - January			TERM 2 – <i>School 2</i> Typically February - July		TERM 3 – <i>International Internship</i> At anytime during the graduate period of studies	
3 ECTS	45 ECTS		1 ECTS	15 ECTS	Min. 8 weeks	
Block Seminar	Global Strategy and other CEMS Courses	Global Leadership and other CEMS Courses	Global Citizenship Seminar	Business Project	Full-time international professional experience	
	5 ECTS Data Analytics Course					
2 ECTS Skill Seminars including mandatory Self-Leadership (0.5 ECTS) in Term 1						
ONGOING LANGUAGE TRAINING AND TESTING						

1. CEM MIM year	The CEMS MIM Programme consists of three terms: two academic terms (Term 1/Fall & Term 2/Spring) and the internship term (Term 3). The two academic terms must be consecutive (typically from August–July), while the internship (Term 3) can take place at any time during the graduate period of studies, but not overlapping with Term 1 and Term 2. Students must spend at least two out of the three terms abroad. Students are not able to spend both Term 1 and Term 2 at the same CEMS school. The workload of the programme is 66 ECTS in total , with a minimum requirement of 24 ECTS successfully completed in each term . No more than 15 ECTS in elective and Skill Seminar credits may be taken outside the MIM year.
2. Block Seminar	The Block Seminar is a one-week course that takes place at the beginning of Term 1. Block Seminars bring together professors and students from various CEMS institutions. Subjects derive from different cultural and academic perspectives; many topics are not a part of the member schools' standard curricula.
3. CEMS Courses	Students must pass CEMS Courses accounting for 45 ECTS credits in the MIM Programme. Students must successfully complete a CEMS Course in the field of "Global Strategy" during Term 1, a CEMS Course in the field of "Global Leadership" during Term 2, and elective CEMS course(s) of a total of at least 5 ECTS in the field of "Data Analytics."

4. Skill Seminars	Skill Seminars are training seminars in practical skills. The skills development topics covered include, but are not limited to: Sustainability, Strategy skills, Personal and career development, Consulting skills, Marketing and communication skills, Leadership and teambuilding. Students are also required to complete a Self-Leadership Skill Seminar (minimum 0.5 ECTS) during Term 1. The seminar is designed to develop self-awareness, self-motivation, and self-regulation, providing a foundation for students' personal development and subsequent Global Leadership studies.
5. Global Citizenship Seminar	The Global Citizenship Seminar is a two-day course and takes place at the beginning of Term 2. The Global Citizenship Seminar brings together representatives from Corporate and/or Social Partners, professors and students for an experiential learning opportunity. Within the Global Citizenship Seminar, students will have the opportunity to engage with the United Nations Sustainable Development Goals through experiential learning.
6. Business Project	It is a consultancy-like project in which students collaborate directly with CEMS Corporate & Social Partners to help solve real-life business problems. These projects are designed to provide students with hands-on business experience with a company to learn about their industry while finding solutions for the challenges of tomorrow.
7. International Internship – International Professional Experience (Term 3)	International Internships provide students with the real-life professional learning experience of integrating into an organization's culture and processes. Internships must cover a period of at least 8 consecutive weeks full-time in the same company at the professional level (first job level, although salaries may not be commensurate). Students are responsible for finding their own internships. Students either spend the internship abroad, or, if they spend both academic terms abroad, they may pursue the internship at home, but within a company operating in an international environment. Please note that, subject to approval and CEMS regulations, certain forms of previous professional experience, full-time employment after graduation, or entrepreneurial/start-up activities may also satisfy the International Professional Experience requirement. Please confirm the following notes in looking for internships: 1) When planning your internship schedule, please refer to both the academic calendars of your host school and Keio. 2) If you choose to conduct your internship on a schedule that overlaps with the Keio academic calendar, please consult your academic supervisor or the administrative staff in the Office of Student Services beforehand to understand all the associated risks. 3) To students of foreign nationalities: You should be aware that conducting internships outside Japan may affect the status of your Japanese visa, depending on the circumstances. Please ensure to confirm if you are required to re-apply for the Japanese Student Visa or not well in advance.

8. Language Requirements upon Graduation	All MIM graduates must have language competence in three languages, one of which is English. (1) The minimum language requirements are the following: <u>Language 1: English</u> Mother tongue or Proficiency (fulfilled through entry requirements and the CEMS MIM) <u>Language 2: any language</u> Mother tongue or B1 oral / B1 written level language courses or tests Language 3: any language Mother tongue or elementary level language courses or tests *CEMS uses the Common European Framework of References (CEFR) for comparing language proficiency in languages. Please note: CEMS defines A1, A2, and B1 as “elementary” level. https://www.coe.int/en/web/portfolio/overview-of-cefr-related-scales (2) Mother tongue and language combinations I. Students may declare more than one mother tongue. Mother tongues are not tested, but a “declaration of mother tongue” is to be filled in upon application to the programme. Students cannot change their mother tongue once confirmed during the application. Students must fill in a declaration for each language declared. II. Certain combinations of similar languages will not be allowed to fulfil the requirements (e.g., Danish/Swedish/Norwegian, Czech/Slovak, Catalan/Spanish, Ukrainian/Belarusian/Russian, Bosnian/Croatian/Serbian/Montenegrin/Slovenian). Please refer to the latest CEMS Language Requirements for the full list of restricted language combinations. (3) Language Assessment https://www.cems.org/cems-mim/programme-description/language-graduation-requirements • Accredited Commercial Language tests are listed on the following page. https://www.cems.org/cems-mim/programme-description/language-graduation-requirement/language-tests • Commercial language courses at CEMS accredited cultural institutes is listed on the page below. https://www.cems.org/cems-mim/programme-description/language-graduation-requirement/cultural-institute
---	--

III. Contact Information and Office Hours

- ◆ **General inquiries about the CEMS MIM Programme at Keio and CEMS application procedures**

Keio CEMS Office

Office of Student Services (International Relations Group)

2-15-45 Mita, Minato-ku, Tokyo 108-8345

TEL: 03-5427-1617 Email: cems-coordinators@adst.keio.ac.jp

- ◆ **General inquiries about the master's program at the Graduate School of Economics**

Office of Student Services (Academic Affairs Group)

Economics Academics Team

2-15-45 Mita, Minato-ku, Tokyo 108-8345

TEL: 03-5427-1556 Email: mita-kei@adst.keio.ac.jp

- ◆ **General inquiries about the master's program at the Graduate School of Business and Commerce**

Office of Student Services (Academic Affairs Group)

Business and Commerce Academics Team

2-15-45 Mita, Minato-ku, Tokyo 108-8345

TEL: 03-5427-1558 Email: mita-gakuji-sho@adst.keio.ac.jp

- ◆ **General inquiries about the master's program and CEMS application procedures at the Graduate School of Media Design**

KMD Office (Office of Student Services, Hiyoshi Campus)

4-1-1 Hiyoshi, Kohoku-ku, Yokohama-shi, Kanagawa 223-8526

TEL: 045-564-2517 Email: kmd-office@adst.keio.ac.jp

Office Hours

Office hours for the Graduate School of Economics, the Graduate School of Media Design, the Graduate School of Business and Commerce, and Keio CEMS Office are as follows:

During Semesters: Monday – Friday 8:45 a.m. – 4:45 p.m.

Break Periods: Monday – Friday 8:45 a.m. – 11:30 a.m. & 12:30 p.m. – 4:45 p.m.