◆Applications or documents found to be incomplete or to contain errors may not be considered for selection,

so make sure you carefully check your application.◆

Guidebook: https://www.ic.keio.ac.jp/doc/application_guidelines2023.pdf Web : https://www.ic.keio.ac.jp/keio_student/exchange/en.html

- Fill in the details in the "Language you will use at partner universities of your choice" (Certificate(s) of Language Proficiency Test) section for all the Certificate(s) of Language Proficiency Test you uploaded. Make sure that the test score, level, and date are indicated correctly. Make sure that the test score, level, and date are indicated correctly.

留学先大学での使用言語	
英語 TOEFL iBT	受験日: 2016/08/20 スコア: Total 99, Reading 30, Listening 27, Speaking 19, Writing 23
英語 IELTS	受験日: 2016/04/16 スコア: Total 7.0, Reading 7.5, Listening 7.0, Speaking 6.5, Writing 6.0

In the case that the TOEFL iBT or IELTS score reports have not been sent out yet, a printout of an online score report may be permitted.

We may accept official certificates other than those listed above from students whose native language is English. Please make an inquiry to the International Exchange Services Group(ic-student@adst.keio.ac.jp) at least three weeks prior to the deadline for the relevant application period. Even if we decide to accept other official documents to prove your English proficiency, all required documents must be uploaded by the deadline.

- When you scanned the document into a PDF file, the file came out the wrong way up (sideways or upside down).

  *Try rotating the paper when scanning again.
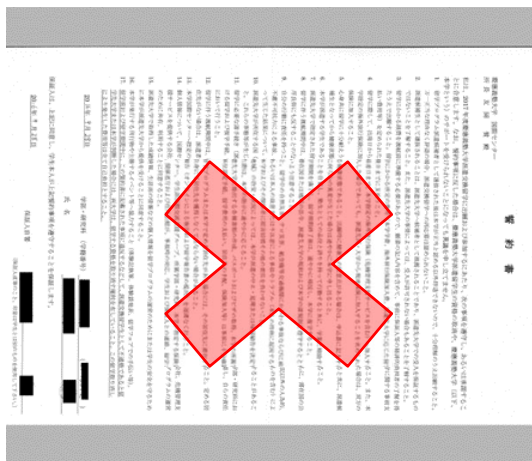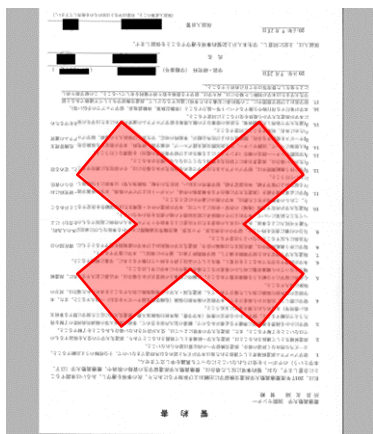
- The text is unclear and blurry

  *Scan again at a higher resolution so that the text becomes readable. (However, make sure that individual files do not exceed 5MB.)

The applicant him/herself must scan his/her academic transcript, certificate of language proficiency, and other necessary documents indicated below and upload the PDF files onto the website. If you do not have a scanner at home, use the computer facilities on campus.

*Photographed documents are not accepted.

- The entire document is not visible and some of the text is cut off

  *Scan again to make sure the entire document fits into an A4-sized document.
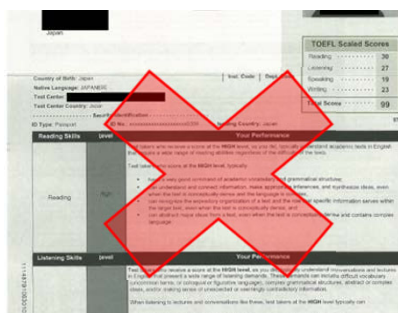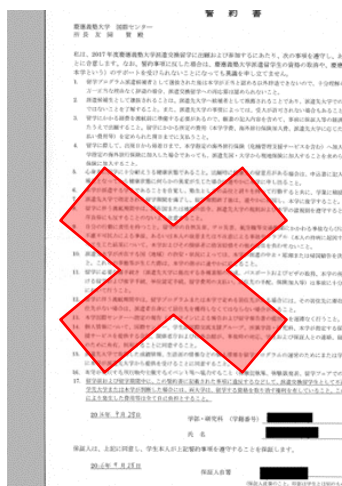
- If the grades, at the time of making an internal application, are below the minimum requirement of their universities of choice by an overall score of 10 or more for the TOEFL iBT or 1.0 or more for the IELTS, the student will not be able to include that partner university in their applications

Minimum Language Proficiency of the partner university

https://www.ic.keio.ac.jp/keio_student/exchange/ex_partners.html

Minimum language proficiency (UG)   TOEFL iBT 100 or IELTS 7.0

Not Applicable

Minimum Language Proficiency of the partner university: 100, Your TOEFL Score: 90 (-10)

Minimum Language Proficiency of the partner university: 7.0, Your IELTS Score: 6.0 (-1.0)

Applicable

Minimum Language Proficiency of the partner university: 99, Your TOEFL Score: 90 (-9)

Minimum Language Proficiency of the partner university: 6.5, Your IELTS Score: 6.0 (-0.5)

*If students are applying for universities that require proof of English language proficiency, they must meet the TOEFL iBT overall score of 70 or the IELTS overall score of 5.5.

*The English language proficiency requirements given above is the minimum qualification that Keio sets for applicants for the internal application. It is highly recommended that by the time applicants make their internal application they have already met the language proficiency requirement set by the partner university. This does not only apply to English but also to other languages spoken in the country of the partner university. In principle, if a student has not met the language proficiency requirement of the partner university, the student will not be accepted into that university.

* The TOEFL iBT score does not count as proof of English language proficiency required in obtaining a UK visa, so it is recommended that students submit their IELTS score for their internal application if applying for a university in the UK.

Although students can make their internal application with their TOEFL scores, they must take the IELTS test before applying to the host university and acquire a score that meets their entry requirements.

- Language used at university of choice is the language of instruction in classes you intend to take at the host university. If it is not English, write your statement of purpose, study/research plan while abroad and statement of purpose according for each university of choice in that language in addition to English. If you intend to take classes in multiple languages, write in each language.

- Have you selected the University of your Choice correctly?

志望校別志望理由

第1志望

国名	National University of Singapore
大学名	
学部・学科	
理由（日本語）	I want to study at American University because……

- If you select the University of California EAP (Education Abroad Program) for one of your six choices, list three UC campuses (Berkeley, Davis, Irvine, Merced, Los Angeles, Riverside, San Diego, Santa Barbara, Santa Cruz) in order of preference.

カリフォルニア大学EAPを志望する出願者　志望キャンパス

第1志望キャンパス名：
第2志望キャンパス名：
第3志望キャンパス名：

- Indicate in which department or faculty you would like to enroll. In order to decide on the department/faculty,　please refer to the "Undergraduate programs open to exchange students" and "Graduate programs open to　exchange students" sections in Application Guidelines for Each Partner Institution.

第1志望

国名	カナダ
大学名	ブリティッシュ・コロンビア大学
学部・学科	Commerce

- After carefully consulting your guarantor, have both you and your guarantor sign or place a seal on the Written Oath.

学部・研究科　（学籍番号）　経済学部　（ 99999999 ）

氏　名　福澤太郎　（福澤印）

記誓約事項を遵守することを保証します。

保証人自署　福澤花子　（福澤印）

（保証人直筆のこと。印影は学生とは別のものを使用して下さい。）

Faculty/Graduate School
(Student ID Number) _____ (____)

Student's Name _____
Student's Signature　*Taro Fukuzawa*

I ensure that the student will comply with the regulations describe in this Written Oath.

Guarantor's Name _____
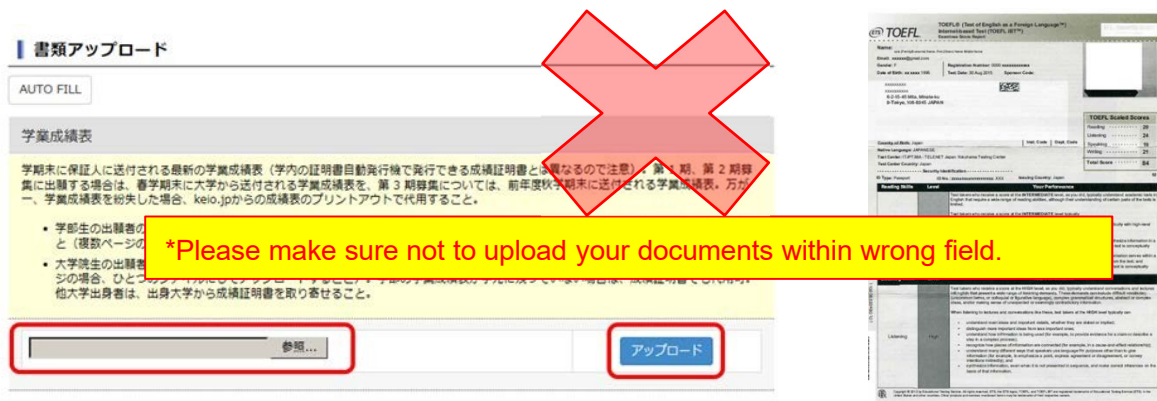Guarantor's Signature　*Hanako Fukuzawa*

(Must be completed by the guarantor in their own handwriting.)

Did you upload all the required documents?

- Did you upload all the required documents? Your application will not be considered if any documents are lacking, so please be careful. Also, check that you have not uploaded the same document multiple times.

*Please make sure not to upload your documents within wrong field.

- You need to submit the most recent Transcript of Academic Record("Seiseki Shoumeishou") , which you can issue at the Certificate Issuing Machines.
  https://www.students.keio.ac.jp/en/com/procedure/certificate/issue.html
  Be aware that this differs to the Academic Record ("Gakugyou Seisekihyou"), which you can see on keio.jp.

Applications made outside the application period are invalid. Late submissions, regardless of the reason (e.g., data was submitted late or was not sent because of issues with your computer or there was too much web traffic), will not be accepted. Try to apply as early as possible as the website may be busy on the last day of the application period.