

Student Admissions 2025

For Prospective International Applicants

keg.edu
Kyoto Computer Gakuin

京都コンピュータ学院

Kyoto Computer Gakuin

Rakuhoku Campus • Kamogawa Campus ▪ Kyoto Ekimae Campus

1. Facilities, Course Terms and Admissions

April Intake

Faculty	Program (Course)	Course term	Enrollment Number	Campus
■Art & Design	Art & Design Informatics Program ■ Art & Design Informatics Course ■ Manga & Anime Course	4 years	100	Kamogawa
	Art & Design Program ■ Art & Design Course ■ International Manga & Anime Technology Course (New) ※For international students	3 years		
	Art & Design Basic Program ■ Art & Design Basic Course ■ Manga & Anime Course	2 years		
	Manga & Anime Program	3 years	40	
■Business & Management	Business & Management Informatics Program ■ Management Informatics Course ■ Data Science Course	4 years	120	Kyoto Ekimae
	Applied Informatics Program ■ Medical Informatics Course ■ Marine IT Course ■ Agricultural IT Course ■ FinTech Course ■ International Management Course (New) ※For international students ■ International Automobile Control Course ※For international students	3 years		
	Business Basic Program	2 years		
	Medical Office Administration Program	2 years		
■Computer Science	Information Science Program	4 years	160	
	Media Information Program	3 years		
	Computer Networking Program	3 years		
	Information Processing Program ■ Information Processing Course ■ IT Voice Actor/Actress Course ■ International Business IT Course ※For international students	2 years		
■Digital Game & Amusement	Advanced Digital Game and Amusement Program	4 years	120	
	Digital Game Development Program	3 years		
	Digital Game Development Basics Program	2 years		
■Engineering for Embedded Systems	Embedded Systems Program ■ Embedded Systems Course ■ International Embedded Systems Course ※For international students	4 years	120	Rakuhoku

	<ul style="list-style-type: none"> ■ International Art Information Course ※For international students ■ International Management Information Course ※For international students 			
	Computer Engineering Program <ul style="list-style-type: none"> ■ Computer Engineering Course ■ Automobile Control Course ■ International Information Course ※For international students ■ International Art & Design Course ※For international students ■ International Tourism Information Course ※For international students 	3 years		
	Computer Engineering Basics Program	2 years		
Information & Communication <ul style="list-style-type: none"> ■ Information & Communication Course 		1 year	20	Kyoto Ekimae

[October Intake]

Faculty	Program (Course)	Course term	Enrollment Number	Campus
<ul style="list-style-type: none"> ■ Business & Management 	Applied Informatics Program <ul style="list-style-type: none"> ■ International Automobile Control Course ※For international students 	3 years	20	Kyoto Ekimae
<ul style="list-style-type: none"> ■ Computer Science 	Information Processing Program <ul style="list-style-type: none"> ■ Information Processing Course ■ International Business IT Course ※For international students 	2 years	40	Kyoto Ekimae
<ul style="list-style-type: none"> ■ Engineering for Embedded Systems 	Computer Engineering Program <ul style="list-style-type: none"> ■ International Information Course ※For international students ■ International Art & Design Course ※For international students ■ International Tourism Information Course ※For international students 	3 years	20	Rakuhoku
Information & Communication <ul style="list-style-type: none"> ■ Information & Communication Course 		1 year	20	Kyoto Ekimae

※For October intake, students enroll on 1st October (fall term) and graduate in September of the respective graduation year. Students may be able to transfer to another course in April of the following year if they wish to do so.

※The enrollment number includes both foreign and Japanese students.

2. Qualifications for Application

■ International (non-Japanese) students who must satisfy all the following criteria:

- (1) Those who have completed 12 years of schooling (including expecting to complete by the end of March 2025 for spring term students and by the end of September 2025 for fall term students) in their home country or in Japan, or have a qualification for entering university in home country, or are recognized by Kyoto Computer

Gakuin (KCG) as having equivalent or higher qualifications than above and will be or over 18 years of age as of April 1st, 2025 (for spring term students) or October 1st, 2025 (for fall term students) and satisfy at least one out of the following five criteria with adequate Japanese language ability to attend classes:

- ① Have passed N1 or N2 of Japanese-Language Proficiency Test (JLPT)
- ② Acquired a score of 200 or more in the Japanese language test (total of Reading Comprehension, Listening and Listening-Reading Comprehension) in the Examination for Japanese University Admission for International Students (EJU)
- ③ Acquired a score of 400 or more in the BJT Business Japanese Proficiency Test
- ④ Those who have attended at least one year of Japanese language education (with attendance rate of over 90%) in a course at a Japanese language education institution announced by the Japanese Minister of Justice.
- ⑤ Those who have attended a Japanese educational institution as stipulated in Article 1 of the School Education Law of Japan (elementary school, junior high school, senior high school, vocational school, college, university, graduate school) for one year or more.

※Including International Baccalaureate (please contact us for details)

- (2) Those who can apply for or already hold a valid status of residence, to live and study in Japan until graduation
※Visa status such as student, permanent residence, Japanese spouse, family stay.
- (3) Those who receive recommendation from a principal of their high school, college/university or advising teachers.
- (4) Those who are able to cover the total of their expenses living and studying in Japan.

3. Admission policy

In modern society, any devices are equipped with computers, having made IT an essential part of human society, economic activities and our daily life. Professional individuals with IT skills and knowledge are necessary in various fields, not just in computer industry. For the industrial economy to grow in our nation, it is necessary to train as much future professionals with skills and knowledge in the IT field as possible. For this reason, we will accept a wide range of motivated students regardless of their educational background (humanities or sciences), who are willing to adopt our educational philosophy and eager to carry out the “Pioneer Spirit” to continue to challenge themselves in their fields.

4. Selection Types for Admission (International Student Entrance Examination)

- ① **Admission by recommendation from educational partner institutions**
We have recommendation slot for the students in our partner institutions. Please consult your teacher in your school for the details.
- ② **General recommendation admission**
We have recommendation slot for general students. Please contact International Students Admission Office for the details.
- ③ **Overseas local entrance examinations**
To accept a diverse range of international talent who are highly motivated to study information technology, we conduct local entrance examinations overseas. Please contact International Students Admission Office for the details.

④ **Alumni Association Recommendation Admission**

We have an admission program called the "Admission by Alumni Association Recommendation." This program allows students who wish to play an active role in the industry in the future to enter our school based on the recommendation of alumni (graduates and current students) of each school in KCG group, namely Kyoto Computer Gakuin (KCG), KCG Automobile School and The Kyoto College of Graduate Studies for Informatics (KCGI). Please contact International Students Admission Office for the details.

Qualification of recommenders: In case that a current student makes a recommendation, the recommender must have an attendance rate of 90% or above.

Benefit for recommenders: If a student recommended by a current student enrolls, the recommender will be exempted from 30,000 yen of tuition fees for the following physical year.

※Even if a current student recommends multiple students and those students enroll, the tuition fee reduction will only be 30,000 yen.

- **Selection Method:**

- **Paper/Document Review**

Applicant is evaluated based on the documents submitted.

- **Oral Examination/Interview**

Applicant is evaluated in an oral examination or an interview.

※ Oral examination/interview will be held at the designated venue or through online live video (such service as Zoom). Those who attend the online oral examination should prepare PC, microphone, speaker, webcam and Internet environment at home in advance. Applicant must be able to show their face on camera live for the examination/interview.

- **Early Application Benefits**

- **Applicable Courses**

All the courses in Kyoto Computer Gakuin

- **Eligible Applicants**

1. Those who reside in Japan
2. Those who have our school as their first choice and can commit to enrolling at this school if accepted
3. Those who have ever participated in Open Campus events (including on-line participation)
4. Those who have an attendance rate of 90% or higher at the time of application and at the end of November

- **Applicable period**

Application period number 1-12 only (For Spring intake only)

- **Benefits**

1. If accepted, 50,000 yen will be exempted from the admission fee.
2. Those who meet the Japanese language proficiency requirements as stipulated below can apply one

of the following benefits:

Requirement	Exemption (First year only)	Applied course
JLPT Test N2 or above, or Score of 200 or more in the Japanese language test in EJU	100,000 yen	All
JLPT Test N3 or above, or Score of 180 or more in the Japanese language test in EJU, and ready to participate either in EJU in November or JLTP N2 in December	50,000 yen	International Manga & Anime Technology Course International Management Course International Automobile Control Course International Business IT Course

※Applicants whose scores in JLPT and EJU do not meet the above requirements will be eligible for the following tuition exemption if they pass the KCG Japanese language test held in our school.

Requirement	Exemption (First year only)	Applied course
Pass the N2 level of KCG Japanese language test, and ready to participate either in EJU in November or JLTP N2 in December	80,000 yen	All
Pass the N3 level of KCG Japanese language test, and ready to participate either in EJU in November or JLTP N2 in December	40,000 yen	International Manga & Anime Technology Course International Management Course International Automobile Control Course International Business IT Course

※Please contact International Students Admission Office for the schedule of KCG Japanese language test.

- **General Benefits**

All the applicants are eligible with conditions. Concurrently applicable with Early Application Benefits.

Requirement	Exemption (First year only)	Applied course
Those who relocate from outside of Kyoto-City to inside of Kyoto-City	Support to relocation transportation fee (20,000 yen at maximum)	All
Application Fee exemption	30,000 yen	
TOEIC High Scorer (Score 700 or above)	100,000 yen	

※ Please contact International Students Admission Office for the detail conditions of relocation transportation support fee.

※ TOEIC requirement is not available to native English speakers.

※ Please pay the application fee of 30,000 yen when you apply, and the admission fee of 50,000 yen after you receive the acceptance letter. Please also submit an effective certificate of attendance rate up to the end of

November by December 15th. Once we have confirmed the receipt of your payment and the certificate of attendance rate, we will issue documents including a tuition fee guide to you.

※In the tuition fee announcement, those eligible for the early application benefit will be informed of the tuition fees minus 30,000 yen for application fee and 50,000 yen for admission fee. Those eligible for the general benefit will be informed of the tuition fees minus 30,000 yen for application fee.

※All the benefits will not be applied if your attendance rate is less than 90% or if you decline your enrollment.

5. Application Procedures

Applicants must submit all documents listed below and documents need to be received before application deadlines.

※ Applicants can confirm by themselves the arrival of the application documents at our school with the post office underwriting number or the tracking number of the international courier company.

To submit documents, please use below methods:

For applicant in Japan: Registered mail (Kan'i-kakitome/簡易書留).

For applicant outside of Japan: Express Mail Service (EMS) or International Courier Service.

• Periods of Application:

For applicant in Japan:

[April Intake]

No.	Application Period	Interview Date
1	Saturday, June 1, 2024~Friday, June 14, 2024	Thursday, June 20, 2024
2	Saturday, June 15, 2024~Friday, June 28, 2024	Thursday, July 4, 2024
3	Saturday, June 29, 2024~Friday July 12, 2024	Thursday, July 18, 2024
4	Saturday, July 13, 2024~Friday, July 26, 2024	Thursday, August 1, 2024
5	Saturday, July 27, 2024~Friday, August 16, 2024	Thursday, August 22, 2024
6	Saturday, August 17, 2024~Friday, August 30, 2024	Thursday, September 5, 2024
7	Saturday, August 31, 2024~Friday, September 13, 2024	Thursday, September 19, 2024
8	Saturday, September 14, 2024~Monday, September 30, 2024	Wednesday, October 9, 2024
9	Tuesday, October 1, 2024~Friday, October 18, 2024	Thursday, October 24, 2024
10	Saturday, October 19, 2024~Friday, November 1, 2024	Thursday, November 7, 2024
11	Saturday, November 2, 2024~Friday, November 15, 2024	Thursday, November 21, 2024
12	Saturday, November 16, 2024~Friday, November 29, 2024	Thursday, December 5, 2024
13	Saturday, November 30, 2024~Friday, December 13, 2024	Wednesday, December 19, 2024
14	Saturday, December 14, 2024~Friday, January 10, 2025	Thursday, January 16, 2025

15	Saturday, January 11, 2025~Friday, January 31, 2025	Thursday, February 6, 2025
16	Saturday, February 1, 2025~Friday, February 21, 2025	Thursday, February 27, 2025
17	Saturday, February 22, 2025~Monday, March 17, 2025	Monday, March 24, 2025

[October Intake]

No.	Application Period	Interview Date
1	Tuesday, April 1, 2025~Friday, May 16, 2025	Thursday, May 22, 2025
2	Saturday, May 17, 2025~Friday, July 4, 2025	Thursday, July 10, 2025
3	Saturday, July 5, 2025~Friday, August 15, 2025	Thursday, August 21, 2025
4	Saturday, August 16, 2025~Tuesday, September 16, 2025	Thursday, September 25, 2025

For applicant outside of Japan:

< April Intake > Thursday, August 1, 2024 – Monday, December 23, 2024

< October Intake > Saturday, February 1, 2025 – Monday, June 23, 2025

※ Applications will be closed once the number of applicants reached to the maximum for both Japan and overseas residents.

※ The venue (method) of the interview will be announced when the examination admission card is sent to you.

• **Address to Submit:**

〒601-8407 京都市南区西九条寺ノ前町10-5
 京都コンピュータ学院 留学生入学事務室
 International Students Admission Office, Kyoto Computer Gakuin
 10-5, Nishikujoteranomae-cho, Minami-ku, Kyoto-shi, Kyoto 601-8407, Japan

● Online Application

* Applicant may apply via the website. [URL] <https://kcg.ac.jp/apply>

* Use either of following recommended browsers to apply via online application.

Microsoft Edge, Google Chrome (latest version), Safari (latest version)

* Although system supports smartphones, we recommend using a computer because printing is required.



*Personal information stated in application documents, etc. will be strictly managed by the KCG group and only used as (1) information confirmation or contact information for school selection and examination processes and (2) selection materials at Admission Office. See the privacy policy of KCG group at:

https://www.kcg.ac.jp/site_policy.html

6. Required Documents for Admission

Please attach Japanese translations to the documents issued in other languages than Japanese. (Alternatively, English, or Chinese translations are also acceptable if Japanese is not applicable.)

- ① **Application for Admission** (use form A provided by KCG; please attach a photo and fill it in your own handwriting in Japanese.)
- ② **Statement of Purpose** (use form B provided by KCG, write it in your own handwriting in Japanese)
- ③ **Examination Admission Card and Photo Identification Card** (use Form H and Form I provided by KCG)
- ④ **Certificate of Graduation (Completion) and transcript of the highest education institution**
 - ※ Self-study history is not recognized as education background.
 - ※ Submit the copy of certificate of graduation (completion) of high school in case the highest educational institution is post-high school.
- ⑤ **Short Essay**
 - ※ Title : “The impact of IT in our life” or “The cultural difference between my country and Japan” with approximately 800 characters in Japanese.
 - ※ Please use a word processing software and submit a printed copy in A4 size. Submission in electronic data is not accepted.
- ⑥ **Application fee of JPY30,000**

Please pay by bank transfer. For details, please refer to “13. Important Notes for Application Formalities”.
- ⑦ **Special Scholarship Program Application**

(Use form C provided by KCG; please attach a photo and fill out the form in your own handwriting in Japanese.)

 - ※ Only for KCG Special Scholarship Program applicant
- ⑧ **Recommendation Form** (Use form D provided by KCG; only for KCG Special Scholarship Program applicant.)
- ⑨ **Personal Information Form** (Use form E provided by KCG).
- ⑩ **Copy of Japanese Language Test results of JLPT, EJU, J.TEST, or BJT Business Japanese Proficiency Test, etc.**
- ⑪ **Copy of Passport** (Pages showing date of issue, nationality, name, date of birth, gender, validity of the passport, Japan visa and landing permission, etc.)
- ⑫ **Copy of Residence Card** (Only for applicant in Japan)

Please submit the copy of your residence card at both sides (front and back).
- ⑬ **Postage stamp for pass / fail notification** (Only for applicant in Japan) Enclose postage stamps worth JPY800.
- ⑭ **Certificate of expected completion and Certificate of enrollment (only for applicant in Japan)** (Certified copy issued by the relevant academic institution, such as Japanese language school, vocational school, university special course, etc.) if the applicant is enrolled at such an institution.

If Certificate of expected completion is not available, submit the Certificate of enrollment. If already graduated, submit the Certificate of completion.

All documents should be issued within 3 months before the submission.
- ⑮ **Certificate of Graduation, Certificate of Grades and Attendance issued from previous academic institution in Japan (only for applicant outside of Japan)**

All documents should be issued within 3 months before the submission.

⑩ Career History and Certificate of Employment (optional)

This is required only if applicant has working career or are currently employed.

⑪ Additional documents (optional)

Applicants may submit additional documents other than the ones listed above for further clarification of their application (A document that certifies the applicant's qualification, career history or publication, recommendation letter etc.)

※ Once accepted, the application documents and application fee will not be returned.

※ Applicants cannot change the application documents after the application documents have been accepted.

7. Notification of Results

Applicants will receive a notification of the results either post mail or e-mail.

※In general, the result will be sent to the applicant within 2 weeks after the interview.

8. About Residence Status

Applicants are required to hold a student visa or other types of valid visa status (permanent resident etc.) that enables her/him to reside in Japan until graduation. Check the details as below.

1) Applicants who have valid visa (residing in Japan)

The school will provide a document called "Affiliation organization" required to complete the form for visa application to the following applicants: an applicant who already holds a student visa and is required to renew her/his period of stay; an applicant who needs to change her/his residing status to "student" from another type of visa. After the admission procedure, please inform us and proceed with your visa application, depending on your current visa validity.

2) Applicants who do not have valid visa (residing outside of Japan)

The school may apply for a "Certificate of Eligibility" (COE) to the Immigration bureau in Japan on behalf of applicants who passed the admission exams. It takes about 3 months to obtain a COE, so please submit the following documents required for issuing a COE in a timely manner. Once the COE is issued, the school will send it to the applicant via mail. Please apply for a student visa at the Japanese embassy/consulate in your country.

① Health Certificate issued by a medical institution within 3 months before the application. (use form G provided by KCG)

② Letter of Financial Support (use form F provided by KCG)

Letter of supporter affirming ability to cover all costs and fees during the duration of your study. The letter should be written by the supporter in his/her native language, with Japanese translation by the applicant attached.

※ Please describe background and relationship in detail, as to why the person comes to support the applicant financially, in case that the supporter (one who takes responsibility for payment of expenses) is not the applicant himself/herself or the applicant's parent.

③ Documents certifying the employment of supporter and the amount of income for the past 3 years

Submit a certificate of employment if supporter works for a company, a copy of the corporate registration if supporter is an executive officer of a company and a copy of the business permit if supporter runs his/her own business.

※ If supporter resides in Japan, submit the Certificate of Residence (Jumin-hyo/住民票) of the supporter. All documents should be issued within 3 months before the application.

- ④ Documents certifying funds such as the original deposit balance certificate of supporter (only for applicant outside of Japan)

Original certificate of deposit, copy of existing deposit, etc. All documents should be issued within 3 months before the application. Stock/share certificates and investment certificates are not considered as bank deposits.

- ⑤ Official documents showing relationship of supporter with applicant

In case of China, please submit the Notarial Certificate of Kinship. All documents should be issued within 3 months before the application.

- ⑥ Certified copy of household register (or Family Registry documents)

Household register of family members including both the applicant and supporter.

In case of China, please submit a copy of the Household Register and a copy of the Resident Identity Card.

- ⑦ Photographs (4 pieces, sized 4 cm (length) x 3 cm (width))

Taken within the past 3 months with the applicant's name and nationality written on the back of each photograph.

- ⑧ Please provide a career plan letter that describes your reason for studying and your desired career path after your study at our school. (Applicable only for the applicants who have completed their previous education 5 years prior to application.)

* Please make sure that documents are all correctly and completely made before submission. If any of the documents are incomplete, we cannot apply for the COE on your behalf. Additional documents may be requested by the Immigration Bureau.

* Correctly indicate the number of times you have applied for issuance of COE and the number of times you have been issued. In addition, we will not accept a re-application if the application is rejected due to false statement in the documents provided.

* COE and visa acquisition are subject to the examination by the Immigration bureau in Japan and the Japanese embassy or consulate in your country. We will not take any responsibility for non-issuance of COE or visa in the end.

9. Admission and Enrollment Procedures

Applicants who passed the admission exams are required to make the following procedures within the stipulated period directed in the Letter of Acceptance:

- 1) A written pledge: Submit to International Students Admission Office
- 2) Remittance of School Fees

※ Failure to accomplish the necessary procedures by the specified date may lead to cancellation of admission. If the applicant declines admission, contact International Students Admission Office immediately.

Students are required to have his/her own laptop PC.

Students must bring his/her own laptop PC to classes. Students may purchase one through KCG or may prepare by themselves. Please refer to our website for the standard laptop specifications.

<https://www.kcg.ac.jp/admission/a2024/tuition.html#pc>

Please select higher specifications than above standard which meets academic requirement, with necessary software. Webcam, headset, wireless LAN and internet connection capability at home are commonly required in all courses.

10. School Fees

■ Regular tuition

Faculty		Admission Fee	Facilities and Miscellaneous Fee	Tuition Fee	Laboratory Fee	Students' association Fee	Total
Art & Design Informatics Program	Computer Networking Program	JPY 210,000	JPY 385,000	JPY 500,000	JPY 300,000	JPY 5,000	JPY 1,400,000
Art & Design Program	Information Processing Program						
Art & Design Basic Program	Advanced Digital Game and Amusement Program						
Manga & Anime Program	Digital Game Development Program						JPY After second year
Business & Management Informatics Program	Digital Game Development Program						
Applied Informatics Program	Basics Program						
Business Basic Program	Embedded Systems Program						JPY 1,190,000
Medical Office Administration Program	Computer Engineering Program						
Information Science Program	Computer Engineering Program						
Media Information Program	Basics Program						JPY 1,190,000
Program	Information & Communication						

Note 1. Admission Fee is required only for the 1st year.

Note 2. In the case that the applicant submits a formal written application to cancel admission before the semester begins (March 31st for spring term students; September 30th for fall term students), fee (excluding the admission fee) will be refunded after deducting various expenses already accrued. In other cases, there is no refund in principle. Once accepted, application documents, application fee and admission fee will not be returned.

Note 3. In addition, annual deposit of JPY 30,000, and the student insurance fee should be paid. The deposit is for textbooks and other expenses. For the 1st year it shall be collected at the time of admission; for the 2nd and later year it shall be paid at the time of school fee payment for the corresponding year. Remains of the deposit will be returned at the time of graduation after settlement of expenses already accrued.

Note 4. In addition to the above payments the International Student Compensation System Performance Fee Mutual Aid (for 1 year) levy is also charged.

Note 5. For the second year and onwards, school fee may be adjusted based on the inflation rate.

11. KCG Special Scholarship Program

Kyoto Computer Gakuin (KCG) has established a unique scholarship system to support international students who want to become internationally active IT engineers in the future and recruits privately-financed international students who excel both in academically and personality but find it difficult to study due to financial reasons. International students who want to apply for scholarships should take the scholarship examination as below.

■ KCG Special Scholarship (Recommended Student by Partner Institutions)

Faculty	Annual	Admission Fee	Facilities and Miscellaneous Fee	Tuition Fee	Laboratory Fee	Total
All faculties	First year	JPY100,000	JPY200,000	JPY400,000	JPY200,000	JPY900,000
All faculties	From the second year	-	JPY200,000	JPY400,000	JPY300,000	JPY900,000

※ Amount applies to the graduates from KCG's partner institutions. However, those who can submit a letter of recommendation issued by their school can also apply even if the school is not a partner institution.

■ KCG Special Scholarship (Regular International Student)

Faculty	Annual	Admission Fee	Facilities and Miscellaneous Fee	Tuition Fee	Laboratory Fee	Total
All faculties	First year	JPY100,000	JPY200,000	JPY400,000	JPY300,000	JPY1,000,000
All faculties	From the second year	-	JPY200,000	JPY500,000	JPY300,000	JPY1,000,000

■ KCG Special Scholarship (Graduate of KJLTC)

Faculty	Annual	Admission Fee	Facilities and Miscellaneous Fee	Tuition Fee	Laboratory Fee	Total
All faculties	First year	JPY50,000	JPY200,000	JPY400,000	JPY200,000	JPY850,000
All faculties	From the second year	-	JPY200,000	JPY400,000	JPY300,000	JPY900,000

■ KCG Special Scholarship (Global IT Human Resource Development Program Applicant)

Faculty	Annual	Admission Fee	Facilities and Miscellaneous Fee	Tuition Fee	Laboratory Fee	Total
As below	First year	JPY50,000	JPY200,000	JPY350,000	JPY200,000	JPY800,000
As below	From the second year	-	JPY200,000	JPY400,000	JPY300,000	JPY900,000

Who can apply: applicants who fall under all the following conditions

- ① Applying for the "International Automobile Control Course" under "Applied Informatics Program", "International Management Course" under "Applied Informatics Program", "International Business IT Course" under "Information Processing Program" or the "International Manga & Anime Technology Course" under "Art & Design Program".

- ② Graduates from KCG's partner institutions. However, those who can submit a letter of recommendation issued by their school can also apply, even if the school is not an educational partner institution.
- ③ Those who wish to get employment in Japan after graduating from KCG.

Note: Please refer to Notes 1,2,3,4,5 of "10. School Fees".

(1) Application procedures

Please tick "scholarship student" under "Selection division" in the "Application for Admission" form (Form A). Applicant should send proof of his/her financial status and condition along with documents stated in "6. Required Documents for Admission".

(2) Selection methods

The entrance examination (in principle, document screening and oral examination/interview) serves as the scholarship examination concurrently. You do not need to take a separate test.

(3) Notification of Results

Applicant will be notified of the final decision together with the admission examination results.

12. Other Scholarship Programs

※ Following scholarships can be applicable in conjunction with KCG Special Scholarship Program concurrently.

■ Reservation Program for Monbukagakusho Honors Scholarship for Privately-Financed International Students (for the students with EJU examination outstanding score)

Condition: Please check "Apply" in the "Reservation Program for Monbukagakusho Honors Scholarship for Privately-Financed International Students (Scholarship)" column on the EJU online, when you apply EJU examination.

Eligible persons: Those foreign students who take Japanese subject as a Foreign Language test of EJU examination and enrolling Kyoto Computer Gakuin.

Scholarship Monthly Stipend: JPY48,000

■ The Monbukagakusho Honors Scholarship for Privately-Financed International Students

Condition: Excellent grade students (limited number)

Eligible persons: Those foreign students enrolled at our school

Scholarship Monthly Stipend: JPY48,000

※ Monbukagakusho: "Ministry of Education, Culture, Sports, Science and Technology" of Japan

13. Transfer / advanced-standing admission from a vocational school, university, junior college, or college of technology

Transfers and advanced-standing admissions are possible in the 2nd to 4th years of each courses in our school. The transfer / advanced-standing admission grade year and credits will be decided and accredited according to the applicant's learning situation and admission selection results.

* If an applicant wishes to get transferred, please contact the International Students Admission Office of KCG and request a transfer application or download it from the website.

Admission qualifications: Those who fall under any one of the following conditions.

- Those who have graduated / withdrawn from the Information & Computer department or Art & Design department or are currently enrolled in the Information & Computer department or Art & Design department for which an “advanced diploma (高度専門士)” or “diploma (専門士)” can be obtained at a vocational school (specialized course).
- Those who have graduated or withdrawn from university or junior college or are currently enrolled and have completed a considerable number of credits for information and arts-related subjects.
- Those who have withdrawn from technical college or who are currently enrolled and qualified to take university entrance exams or who have graduated from technical college completed a considerable number of credits for information-related subjects.
- Those who KCG deems appropriate for transfer.

Selection Methods: Paper/document review and oral examination/interview

Periods of Application:

For applicants in Japan:

< April Intake > Saturday, June 1, 2024 to Monday, March 17, 2025

< October Intake > Tuesday, April 1, 2025 to Tuesday, September 16, 2025

For applicants outside of Japan:

< April Intake > Thursday, August 1, 2024 to Monday, December 23, 2024

< October Intake > Saturday, February 1, 2024 to Monday, June 23, 2025

Date & Time of selection: To be notified to the applicant stated in the examination admission card.

Application Documents: Admission form/Transfer Application Form (Provided by KCG. Please contact to the International Student Admissions Office for it)

※ For other documents required, please refer to item ② and following items in “6. Required documents for admission”.

※ When applying for the scholarship, please submit the scholarship exam application documents along with the transfer application documents.

14. Important Notes for Application Formalities

● **General**

Attach a Japanese translation to documents issued in other languages (in case that it is difficult to prepare a Japanese language translation, the school will accept documents either in English or Chinese language). Write in the bold lines legibly with handwriting in black or blue ink. Pencil or erasable ballpen is not allowed to use.

● **Application for Admission (Form A)**

- Be sure to provide accurate information regarding your present address/phone number, so that we can directly contact you.
- Please write your name and nationality on the back of photo before affixing.

● **Application for Scholarship (Form C)**

- Please write your name and nationality on the back of photo before affixing.

● **Examination Admission Card (Form H)**

- Fill in the address and names on the back side and affix identification photo on the Photo Identification Card side.

- **Photo Identification Card (Form I)**

- Please write your name and nationality on the back of photo before affixing.

- **Guarantor**

- Columns of guarantor should be filled by the guarantor, such as parents. Guarantor is required even if the applicant is socially and financially independent.

- **Certificates**

- Certificates should be issued within 3 months before the application.

- **Copies of Documents**

- Make sure to submit clear color or monochrome copy in A4 size.

※Once accepted, the application documents submit will not be returned.

- **Payment of Application Fee**

Bank account information

銀行・支店名 Name of bank	りそな銀行 京都支店 (RESONA BANK KYOTO BRANCH Code No. 501)
所在地 Bank address	〒604-8153 京都市中京区烏丸通四条上ル笋町 691 (691 Takanna-cho, Karasuma-Dori Shijo-Agaru, Nakagyo-ku, Kyoto, JAPAN)
電話番号 Bank Telephone Number	075-221-1141 (+81-75-221-1141)
口座名義 Name of Account Holder	京都コンピュータ学院入試係 (Kyoto Computer Gakuin Nyushikakari)
口座番号 Account Number	1 3 7 1 7 7 8
口座種類 Type of Account	普通預金 (Ordinary savings account)
SWIFT CODE	DIWAJPJT

※Remittance charge shall be borne by the remitter. In the case of money transfer outside of Japan, please inform remitting bank that all the handling or commission charges shall be borne by the remitter.

※Contact International Students Admission Office if you cannot make remittance in Japanese Yen

※Submit a copy of the “Bank Remittance Slip” stamped by the remitting bank together with the other documents to KCG.

※Please write the applicant’s name as the remitter of the bank remittance.

※Once accepted, the admission fee will not be returned in any cases.

Document Checklist

Check ✓ to make sure that you have not missed any documents to submit.

Documents for Admission and Scholarship Application				
	Items	Notes	Remark	Check
1	Resume	※Please contact International Students Admission Office for KCG template ※Optional		
2	Application for Admission (Form A)			
3	Statement of Purpose (Form B)			
4	Examination Admission Card and Photo Identification card (Form H and I)			
5	Certificate of document certifying graduation (Graduation Certificate), and certified copy of academic transcript			
6	Short essay (Approximately 800 characters in Japanese)			
7	Application fee of JPY30,000			
8	Special Scholarship Program Application (Form C)	※Only for special scholarship program applicant		
9	Proof of financial state	※Only for special scholarship program applicant ※In case of residence status update or change, please refer to ③ of “8. About Residence Status”		
10	Recommendation Form (Form D)			
11	Personal Information Form (Form E)			
12	Japanese language proficiency test results (copy)			
13	A copy of passport			
14	A copy of residence card	※Only for applicant in Japan		
15	Postage stamp for pass / fail notification	※Only for applicant in Japan ※Please enclose JPY800 worth stamps.		
16	Certificate of expected completion, certificate of enrollment, grades transcript and attendance certificate (certified copy issued by the relevant academic institution, such like Japanese language school, vocational school, university special course, etc.)	※Only for applicant in Japan		
17	Certificate of enrollment, grades transcripts and attendance certificate for previous academic stay in Japan, for such institutions like Japanese language school, vocational school, university special course, etc)	※Only for applicant outside of Japan		
18	Career history and certificate of employment	※Only for applicable applicant		
19	Other additional documents for reference	※Optional		

COE Application Documents, etc. (Only for Applicant Outside of Japan)				
1	Health Certificate (Form G)			
2	Letter of Financial Support (Form F)			
3	Documents certifying the employment certificate of supporter and the amount of income for the past three years			
4	Documents certifying funds such as the original deposit balance certificate of supporter			
5	Official document showing relationship of supporter with applicant			
6	Certified copy of household register (or Family Registry documents)			
7	Photographs (4 pieces, sized 4cm (length) x 3cm (width))			
8	Statement of purpose and future career plan	※Only for applicable applicant		

Kyoto Computer Gakuin Rakuhoku Campus
17 Shimogamo-honmachi, Sakyo-ku, Kyoto-shi, Kyoto 606-0862

School Corporation Kyoto Computer Gakuen
Kyoto Computer Gakuin Kamogawa Campus
11 Tanakashimoyanagi-cho, Sakyo-ku, Kyoto-shi, Kyoto 606-8204

School Corporation Kyoto Computer Gakuen
Kyoto Computer Gakuin Kyoto Ekimae Campus
10-5 Nishikujo,teranomae-cho, Minami-ku, Kyoto-shi, Kyoto 601-8407

For Inquiries

International Students Admission Office, Kyoto Computer Gakuin
10-5, Nishikujoteranomae-cho, Minami-ku, Kyoto-shi, Kyoto 601-8407 Japan
Tel: +81-75-681-6334 Fax: +81-75-671-1382
<https://www.kcg.ac.jp/> E-mail:admissions@kcg.ac.jp

Kyoto Computer Gakuin Rakuhoku Campus, Kamogawa Campus and Kyoto Ekimae Campus are vocational schools certified by Kyoto Prefectural Government.

Graduates of four-year specialist programs who meet certain conditions are awarded an "advanced technical diploma" (Kodo-Senmonshi) as equivalent in level to bachelor's degree (Gakushi), graduates of 2-year or 3-year programs who meet certain conditions are awarded as "diploma" (Senmonshi).