



*2019 Academic Year*

**Graduate School of Business Administration**

**Kobe University**

Strategic Entrepreneurship and Sustainability Alliance

Management Initiatives

(SESAMI PhD Program)

**Application Procedure**

**Graduate School of Business Administration**

**Kobe University**

# The admission policies of the Graduate School of Business Administration, Kobe University

## Mission

The doctoral degree program at the Graduate School of Business Administration, Kobe University, develops students' research capabilities in the field of business administration through a five-year educational curriculum, which consists of a two-year master's program and a three-year doctoral program. Its mission is as follows:

### (1) Master's Program

The program provides students with specialized and advanced knowledge in the fields of management, accounting, commerce and related fundamental disciplines, and develops students' ability to apply scientific methodologies for generating new managerial insights. After the completion of this program, students should be able to contribute to the development of their respective fields at universities and research institutions or in the industry.

### (2) Doctoral Program

The program provides students research opportunities to familiarize themselves with in-depth knowledge and develop the ability to conduct research with originality in the fields of management, accounting, commerce and related fundamental disciplines. After the completion of this program, students should be able to engage in research and education and play a leading role in their respective fields at universities and research institutions. They should influence the world through their research achievements and contribute to the progress and development of humanity.

## The attributes of students sought by the program

The doctoral degree program at the Graduate School of Business Administration, Kobe University seeks students with the qualities and abilities that suit its mission. For this purpose, the program accepts students with exceptional abilities regardless of their university and academic background. Applicants with the following qualities and abilities are sought:

- Applicants with a strong will to investigate the basic principles of management, accounting and commerce
- Applicants with the capabilities to acquire the scientific methodology for resolving research questions in management, accounting and commerce
- Applicants with the capabilities to conceptualize and think through their research outcomes into new scientific insights in the fields of management, accounting and commerce

Graduate School of Business Administration  
Kobe University  
Strategic Entrepreneurship and Sustainability Alliance Management Initiatives  
**(SESAMI PhD Program)**

Qualified candidates may apply for the examination only on the basis of the application document screening process (without paper or oral examination).

**1. Number of Students to Be Admitted**

Limited

**2. Applicant Qualifications**

Applicants must meet at least one of the following criteria:

- (1) By March 31, 2019, will have graduated with a master's degree or an MBA
- (2) By March 31, 2019, will have graduated with a degree equivalent to a master's degree or an MBA from an institution in a foreign country
- (3) By March 31, 2019, will have received a degree equivalent to a master's degree or an MBA from a foreign school through completion of correspondence courses administered in Japan
- (4) Through a separate enrollment eligibility screening, be recognized by Kobe University's Graduate School of Business Administration to possess academic ability equivalent to or higher than a master's degree holder or an MBA holder. Applicants are required to be at least 24 years of age by March 31, 2019.
- (5) By March 31, 2019, will have completed a course and have received a degree equivalent to a master's degree or an MBA from a foreign graduate school in Japan. The school must be recognized as an educational institution by the home country's education system, and approved by the Japanese Ministry of Education, Culture, Sports, Science, and Technology.
- (6) Have completed a course and have received a degree equivalent to a master's degree from the United Nations University, which was established under the United Nations General Assembly's resolution of December 21, 1972, based on the provision in Paragraph 2, Article 1 of the Act on Special Measures Law (Law No. 72, 1976) concerning the Implementation of the Agreement between the United Nations and Japan relating to the Headquarters of the United Nations University.
- (7) Have completed a course at a foreign school, an institution specified in the Ordinance for Enforcement Article 155, Paragraph 1, Item 4, or the United Nations University; have satisfied requirements equivalent to the examination and screening specified in Article 16-2 of the Graduate School Establishment Standard (under the Ministry of Education Notification No. 28, 1974); and recognized as possessing abilities equivalent to a master's degree holder or higher.

- (8) Have been specially designated by the Japanese Ministry of Education, Culture, Sports, Science, and Technology (under the Ministry of Education Notification No. 118, 1989).

### **3. Application Period for Eligibility Screening**

Applications must be received between Wednesday, August 29 and Wednesday, September 5, 2018.

If you are applying based on meeting the criteria listed in qualification (4) above, please obtain an Application for Eligibility Screening form from the Academic Affairs Section. Your application documents must arrive at our office within the above period. Please enclose a self-addressed envelope (Standard size 23.5 cm × 12 cm) with a JPY 82 postal stamp if mailed from within Japan.

### **4. Application Period**

Applications must be received between Friday, October 5, 2018 and Monday, October 15, 2018.

All applications must be sent by registered express mail. Please write Application for SESAMI Examination of PhD Program of the Graduate School of Business Administration in red ink on the front of the envelope. Applications submitted in person will not be accepted.

### **5. Application Procedure**

Enclose the required application documents listed below in an envelope and send them to the Academic Affairs Section by registered express mail.

Address: Academic Affairs Section, Graduate School of Business Administration, Kobe University  
2-1, Rokkodai-cho, Nada-ku, Kobe-shi  
657-8501, Japan  
Tel: +81-78-803-7260  
Fax: +81-78-803-7294  
E-mail: [bkyomu@b.kobe-u.ac.jp](mailto:bkyomu@b.kobe-u.ac.jp)

#### Obtaining the Application Forms

Please obtain the designated application forms through one of the following procedures:

[Download the application forms from the website:]

On the Entrance Exam Information page, select the PhD Program (SESAMI PhD program), then from the Application Forms tab, proceed to the Downloads page.

(<https://www.b.kobe-u.ac.jp/prospective/exam/phd>).

The university's designated payment form is required in order to pay the application fee. Please note that applicants must obtain this payment form separately from the university, either by mail or in person if you wish to remit money from within Japan. If you wish to remit money from overseas, please use the contact details found in the Inquiries about Obtaining and Submitting Application Forms section below.

[Have the application forms mailed to you:]

Contact the Academic Services Office, Graduate School of Business Administration, Kobe University.

[Collect the application forms from the university in person:]

The Academic Services Office hours are from 9:00 a.m. to 5:00 p.m., Monday through Friday.

Note: The office is closed on Saturdays, Sundays, and public holidays.

(1) **Application Form and Curriculum Vitae**

Please use the Graduate School's designated format.

(2) **Examination Fee**

Please pay the examination fee (JPY 30,000) at a Japanese post office using the payment form provided by Kobe University. The postal transfer payment receipt (with the date stamp issued by the post office) must be attached to the application. International students on a MEXT Scholarship should submit a copy of their MEXT Scholarship Certificate instead of the examination fee. If you wish to remit money from overseas, please contact the Academic Affairs Section for details.

The admission fee is waived for applicants who expect to graduate in March 2019 with a master's degree or MBA from the Graduate School of Business Administration at Kobe University.

(3) **Master's or MBA Thesis**

(a) Summary of Thesis (five copies)

Submit your thesis summary, not exceeding three pages of A4-size paper. If you wrote your thesis in a language other than Japanese, you may submit your thesis summary written in English (maximum 3,000 words).

(b) Submit five copies of your master's or MBA thesis. You may attach other research papers for reference.

\*If your master's degree does not require a thesis, you must submit five copies of your master course research summary. This summary must exceed 10 pages of A4-size paper. You may write it in English (maximum 10,000 words).

(4) **Research Plan** (original and four copies)

Please use the Graduate School's designated format.

(5) **Academic Transcript (Master's degree)**

Submit an original transcript issued by the president (or dean) of the graduate school from which you graduated.

(6) **Certificate of Graduation or Expected Graduation**

Submit an original certificate of graduation or expected graduation issued by the president (or dean) of the graduate school from which you graduated.

If you graduated from a foreign university, you must also submit proof documents for your master's degree (e.g. a copy of your diploma).

(7) **Academic Transcript (Bachelor's degree)**

Submit an original transcript issued by the president (or dean) of the university from which you graduated.

(8) **Proof of Japanese Proficiency (not compulsory)**

A copy of the Japanese Language Proficiency (JLPT) scores report is acceptable.

**(9) Documented Proof of English Proficiency**

TOEFL (Paper or Internet-based Test) Examinee's Score Record (original), IELTS Test Report Form (original), or TOEIC (Test) Official Score Certificate (original) are required. Applicants who graduated from a university or graduate school (excluding distance learning programs) at which English is the official instruction language are required to submit a certificate of graduation and academic transcripts.

Note: Scores from TOEFL-ITP, TOEIC-IP, TOEIC SW, or TOEIC-Bridge are not acceptable.

**(10) Photograph (4cm × 3cm)**

Attach a passport-sized photograph (4 × 3 cm) with your Examination Admission Slip. Your photograph must show your full face, without a hat, and have been taken within the past three months.

**(11) Examination Admission Slip**

Please complete the information required using the Graduate School's designated format and include your photograph.

**(12) Certificate of Residence**

Foreign applicants residing in Japan should submit an official document indicating their Japanese residency status as issued by the head of their residential city/ward/town/village, such as a Copy of Resident Record (must be issued within the past 30 days).

**(13) Address Slip (two copies)**

Please enter your name, address, and zip code in the Graduate School's designated form. These slips are used to mail the Examination Admission Slip and enrollment procedure documentation.

**(14) Self-Addressed Stamped Envelope**

Please enclose a standard size (23.5 cm × 12 cm) self-addressed envelope with your name, address, and zip code and postal stamps attached for return postage (express mail postage of JPY 362 if mailing from within Japan). If you request for sending outside of Japan, please contact the Academic Services Office.

**(15) Applicant Evaluation Form**

Two applicant evaluation forms must be submitted using the Graduate School's designated format. Two separate evaluators should complete the applicant evaluation forms. Suitable evaluators include university professors who have supervised the applicant, superiors at the applicant's current company or research institute, or an equivalent. Each evaluation form must be sealed in the envelope, with a seal or signature placed over the flap. A specific envelope size or format is not required.

Note 1: Each certificate must be an original.

Note 2: As for certificates prepared in foreign languages other than English, please attach a Japanese translation with an authentication of the translation issued by a public institution such as a consulate or embassy.

In the case of a certificate issued by a university in China, please follow the procedures to have the certificate directly delivered from the China Academic Degree and Graduate Education Development Center (CDGDC), a foundation under the direct control of the Chinese government, to the Student Affairs Section at the Kobe University Graduate School of Business Administration (registration code: W600510) by the last day of the application term. (As a general rule, any document is rendered invalid if the document has been received by the applicant himself/herself from the university that he/she graduated

from and has been submitted to the Graduate School.) The aforementioned procedures require the applicant to submit the certificates to CDGDC and payment of the fee as predefined. Please ensure that the certificate is issued in English. Please see the details of the procedures on the CDGDC website at <http://www.cdgdc.edu.cn>.

Note 3: Specify a contact person in Japan if you are applying from a foreign country.

Note 4: If one of the following situations applies to you, please submit the specified documents at the time of enrollment.

(a) If you will continue to work for the current company or civil service after enrollment, submit a letter of approval from your supervisor to enroll in the graduate school.

(b) If you will retire from the current company or civil service to enroll in the graduate school, submit a certificate of retirement.

## **6. Screening Process**

Admission selection will be decided based on the results of application document screening, including applicant evaluation forms, Curriculum Vitae, research plans, English proficiency, academic transcripts, and master's thesis (MBA thesis), or research capabilities. (All documents must be written in either Japanese or English.)

## **7. Announcement of Results**

Friday, November 16, 2018, 2:00 p.m. (Tentative)

The admission results will be posted both on the bulletin board at the main entrance in Rokkodai 1st campus and on the web site of Graduate School of Business Administration. (<https://www.b.kobe-u.ac.jp/>). The official letter for successful applicants will be sent by post as well. No telephone inquiry is accepted.

## **8. Admission Fee**

(1) Entrance fee: JPY 282,000

(2) Tuition fee (first semester): JPY 267,900 (annual tuition JPY 535,800)

(The above entrance and tuition fees apply to the 2018 academic year. These fees are subject to change for students enrolling in the 2019 academic year. If the tuition fee changes while students are enrolled, the new tuition fee will be applicable from the date of revision.)

Note:

The entrance fee is waived for applicants who expect to graduate in March 2019 with a master's degree or MBA from Graduate School of Business Administration and who intend to enter the PhD program at Kobe University Graduate School of Business Administration.

## **9. Handling of Personal Information**

- (1) Personal information obtained by Kobe University will be handled in the strictest confidence, in compliance with the Protection of Personal Information Act and other applicable laws and regulations, as well as Kobe University Guidelines on Personal Information Protection.
- (2) Personal information used in applicant selection, such as examination results, shall be used for applicant screening, announcement of examination results, enrollment procedures, and for the creation of study materials for future applicant screening.
- (3) Personal information provided during the application process shall be used for student support services including health management, exemption from tuition fees, and scholarship applications, as well as for purposes such as academic instruction and other administrative procedures.
- (4) Some work may be commissioned to a third party (hereafter referred to as a contractor). When commissioning work, all or part of the personal information shall be provided to the contractor to the extent necessary to conduct the work, after imposing a confidentiality agreement.

## **10. Important Notes**

- (1) Changes to information contained in application documents will not be accepted after submission. The examination fee is non-refundable and application documents will not be returned after submission.
- (2) An offer of admission may be subsequently rescinded if false information is provided by the applicant in the application or other related documents.
- (3) Kobe University's academic year begins in April and ends in March of the following year.

## **11. Inquiries about Obtaining and Submitting Application Forms**

For further inquiries, please contact the Academic Services Office at the address below:

Academic Services Office

Graduate School of Business Administration, Kobe University

2-1, Rokkodai-cho, Nada-ku, Kobe-shi 657-8501, Japan

Tel: +81-78-803-7260      Fax: +81-78-803-7294

E-mail: [bkyomu@b.kobe-u.ac.jp](mailto:bkyomu@b.kobe-u.ac.jp)



**SESAMI PhD Program 2019      Application Form**

Please fill in each blank, or circle the corresponding number below.  
Please leave spaces with an \* blank for official use.

Examinee number	*Official use
-----------------	---------------

Name in English				Sex
Name in Own Language	(Family name)	(First name)	(Middle name)	

Date of Birth				Domicile (For Japanese) Nationality (For Foreigner)		Name Change	
Day	Month	Year	Age		都 道 府 県	Date changed	(Month) (Year)
						Original name	

Qualifications for Admission (Graduate school)		(Official Name of the School)		Status	Date of Graduation			
National	1			Expected				
Public	2			1				
Private	3			Graduated				
Foreign	4	(Faculty)	(Department)	2	Month	Year		
Others	5	(Degree Name)		Others				
				3				

Final Education	If you attended a school after your graduation from the Graduate school listed above, list the name of the school below:							
	Graduated			Degree Name				
Expected	(Month)	(Year)						

Residential Address Please fill this in Japanese if you reside in Japan. Indicate the country if you reside abroad.	Zip Code		City/State	
	Tel		E-mail 1	

Application Fee
Attach the properly stamped payment receipt to this space. If you wish to remit money from overseas, please consult section 11, "Inquires about Obtaining and Submitting Application Forms."

E-mail 2	
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Name a professor you wish to be supervised

### Academic Background & Employment History

If there is insufficient space on this form, make copies as necessary.

Examinee number	*Official use
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*Official use	Name (English)	
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<b>Academic Background</b>			Japanese applicants: Please list information from high school onward. Foreign applicants: Please list information from elementary school onward.	
Period of schooling attendance		Name of schools (including department and major)		Period
From	(Month) (Year)			
To				
From				
To				
From				
To				
From				
To				
From				
To				
From				
To				

<b>Employment History</b>	<p>Complete this section clearly and correctly and include the time period, name of organization, division and position.                  (Sample) 4/1986-3/1990 AAA Co.Ltd., BBB Division, Assistant Manager                  1990/4-Present CCC Research Institute, Senior Researcher</p>
Period of Employment (Month/Year)-(Month/Year)	Employment Record Name of Organization, Division, Position
From To	
From To	
From To	
From To	
From To	
From To	

## 研究計画書 Research Plan

氏名  
Name受 験 番 号 ※  
Examinee number

## (1) 大学院等で勉強してきた内容あるいは実務等で成し遂げたこと(500字程度)

Describe the highlights of your accomplishments through your educational and research experience and/or your business and practical experience (approximately 200 words).

## (2) 博士課程後期課程進学のための目的 (250字程度)

Please explain why you are applying for the SESAMI program at Kobe University (approximately 100 words).

## (3) プログラム修了後の希望進路 (250字程度)

Describe your career goals following the completion of this PhD program (approximately 100 words).

(4) 本プログラムで取り組もうとしている研究テーマ及び研究課題 (1000字程度)

Describe the research plan that you wish to pursue during the SESAMI program including the theme, approach, methods, and reason why you chose the particular topic (approximately 400 words).

日本人用

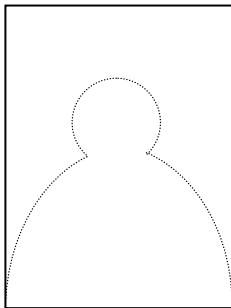
平成 31 年度

# 受 験 票

神戸大学大学院経営学研究科

受験番号	※
フリガナ 氏 名	男・女 年 月 日生
※	

※欄は記入不要



写真の裏面に氏名を記載してください。写真は3か月以内に撮影したもので正面・上半身・無帽のもの。また、合格した場合入学手続きに必要ですのでなくさないようにしてください。

For foreigners

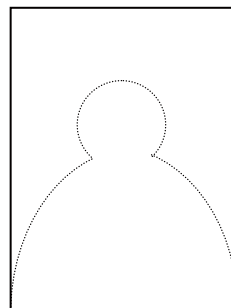
2019 year

# Examination Admission Slip

GBA, Kobe University

Examinee number	※
Name	M・F Date of Birth / /
※	

※Official use



Note: Your photograph must include a view from the waist up, and present a full frontal view of the face, without a hat, and be taken within the past three months. Print your name on the back of your photograph. As you are required to submit this slip at the time of enrollment, please keep it.

# Address Slip (住所票)

(Note) Please write your name and residential address. ※official use

Name

Address

※
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(SESAMI program) Do not detach.

# Address Slip (住所票)

(Note) Please write your name and residential address. ※official use

Name

Address

※
---

(SESAMI program) Do not detach.

# 志願者評価書

## Applicant Evaluation Form

神戸大学大学院経営学研究科  
**Graduate School of Business Administration, Kobe University**

志願者氏名： \_\_\_\_\_  
 Name of Applicant 姓 (Family) 名 (First) (Middle)

### 評価者の方へ

この度上記志願者より、評価者として貴方のお名前を頂きました。つきましては当該志願者の学力、人柄および特記すべき事項に関してご意見を承りたくよろしくお願い申し上げます。なお、志願者評価書には本用紙をご使用いただき、封筒に入れ割印またはご署名のうえ、志願者本人に速やかにご返却いただきますようお願いいたします。志願者は未開封の封筒を願書と共に当大学院へ提出します。志願者が出願期間内に書類を提出できますよう、ご協力の程よろしくお願い申し上げます。

神戸大学大学院経営学研究科教務係

**To the Evaluator:** The person named above has applied to our graduate school and has specified your name as an evaluator. Please evaluate this applicant's academic ability, personal traits, and other relevant information. Please use this form for your evaluation, seal the evaluation in an envelope, and sign across the seal, and then return it directly to the applicant. The applicant will forward the application form together with the confidential evaluation to the graduate school. To allow the applicant to submit a complete application within the application period, your prompt attention would be sincerely appreciated. Your evaluation will be kept strictly confidential by our office.

Admissions Office, Graduate School of Business Administration, Kobe University

	非常に優秀 Truly Exceptional Top 5%	優秀 Excellent Top 10%	とても良い Very Good Top 25%	良い Good Top 50%	平均以下 Below Below 50%	評価不可能 Unable to Judge
学力 Academic Ability						
分析力 Analytical Ability						
独創性・創造性 Originality/Creativity						
柔軟性 Flexibility						
口頭表現能力 (英語) Ability to Communicate in English						
文章表現能力 (英語) Ability to Write in English						
協調性 Ability to Work with Others						
指導力 Leadership						

次頁へ続く Please continue on the next page.

**志願者評価書**  
**Applicant Evaluation Form**

- ◆ 志願者の資質・才能などについて特記すべき事項があれば、具体的に記述してください。

Please describe the applicant's special personal qualities and/or abilities.

-----  
評価者氏名： \_\_\_\_\_  
Evaluator's Name in Full 姓 (Family) 名 (First) (Middle)

志願者との関係： \_\_\_\_\_  
Relationship with Applicant

役職： \_\_\_\_\_  
Title

所属機関： \_\_\_\_\_  
Institution

住所： \_\_\_\_\_  
Present Address

電話： \_\_\_\_\_ Eメール： \_\_\_\_\_  
Telephone E-mail

日付： 年 月 日 署名/捺印： \_\_\_\_\_ 印  
Date Year /Month/ Day Signature/Seal



# 出願時の検定料の納付について

平成31年度入学願書受付時の検定料納付についてご案内します。

検定料 30,000円

- ・下半分の郵便局専用払込用紙を切り取って、最寄りの郵便局で納付してください。手数料は別途ご負担願います。
- ・出願の際、郵便局での振替払込受付証明書（郵便局の日附印が必要）により検定料の納付確認をいたしますので、振替払込受付証明書を願書の所定の欄に貼付して提出してください。日附印が押されていない場合は、出願を受理できませんので必ず確認してください。
- ・振替払込受付証明書の出願者名（カタカナ）は、必ず記入してください。
- ・ご依頼人の欄は、志願者本人の名前を記入してください。（願書の氏名と照合します。）
- ・予め余裕を持って検定料の払込みを済ませ、出願期間内に必着するように出願書類は郵送（書留速達）により送付してください。

ここから下を切り取って郵便局・ゆうちょ銀行の取扱い窓口でお渡してください。

↓願書貼付用ですので納付後忘れずに受領してください。

00		大阪		払込取扱票																									
口座		番号										金額		千		百		十		万		千		百		十		円	
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加入者名		神戸大学										料		金		備		考											
*		平成31年度 検定料 【大学院】																											
志望学部		経営学研究科																											
学生区分		博士課程後期課程 SESAMI																											
おとこ		(郵便番号)																											
*		おなまえ																											
ご依頼人																													
		(電話番号)																											
裏面の注意事項をお読みください。(ゆうちょ銀行) (承認番号大 第40583号)																													
これより下部には何も記入しないでください。																													

振替払込請求書兼受領証											
出願者											
口座		009300203371									
座		203371									
加入者名		神戸大学									
金額		* ¥ 30000									
おなまえ		(B SESAMI)									
* 依頼人		様									
(消費税込み)		日附印									
料		金									
円											
備考											

振替払込受付証明書	
願書 (お客さま用)	
貼付用	
(依頼人→郵便局・ゆうちょ銀行→ご依頼人)	
口座番号	00930-0-203371
加入者名	神戸大学
払込金額	¥ 30,000
払込目的	平成31年度 経営学研究科 (B SESAMI) 検定料
ご依頼人住所氏名(フリガナ)	*
日附印	

記載事項を訂正した場合は、その箇所に訂正印を押してください。

この受領証は、大切に保管してください。

(承認番号大証 第490号)

この空白部分は不要ですので、切り取って郵便局ゆうちょ銀行にお出しください。

各票の※印欄は、ご依頼人において記載してください。

※お支払いはATMではなく、  
必ず郵便局・ゆうちょ銀行窓口にて通常払込みでお願いします。  
電信払込みは利用しないでください。

見本

(ご注意)

・この用紙は機械で読み取りますので、金額を記入する際は、枠内にはつぎのと記入してください。

また、本票を汚したり、折り曲げたりしないでください。

~~この用紙は、ゆうちょ銀行又は郵便局の払込機能付きATMでもご利用いただけます。~~

・この払込書を、ゆうちょ銀行又は郵便局の渉外員にお預けになるときは、引換えに預り証を必ずお受け取りください。

・この用紙による、払込料金は、ご依頼人様が負担することとなります。

・ご依頼人様からご提出いただきました払込書に記載されたおところ、おなまえ等は、加入者様に通知されます。

・この受領証は、払込みの証拠となるものですから大切に保管してください。

収入印紙

課税相当額以上  
貼 付

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この場所には、何も記載しないでください。

## Control and Prevention of Infectious Diseases

- (1) Submission of a certificate demonstrating inoculation and an antibody test against measles and rubella:  
Kobe University has implemented the *Measles and Rubella Registration Policy*, and all newly enrolled Kobe University students must submit one of the following three certificates (①, ②, or ③) to prevent a possible outbreak of measles and rubella on campus.  
Please note that students admitted into the following schools should submit either ① or ③: School of Medicine (Faculty of Medicine and Faculty of Health Sciences), the Graduate School of Medicine, or the Graduate School of Health Sciences.
- ① A vaccination certificate to prove that you were inoculated against measles and rubella (twice each after one year of age) .
  - ② A vaccination certificate to prove that you were inoculated with measles and rubella vaccines each within the last five years (since April 2014).
  - ③ An antibody certificate verifying that you have sufficient antibody titer in your blood (refer to the chart next page) to prevent the development of measles and rubella, based on the results of an antibody test performed within the last five years (since April 2014).
- \* For ① and ②, it can be a combined vaccine of measles and rubella vaccines (e.g., MR vaccine).
  - \* For ① and ②, the certificate must be issued by an accredited medical institution, and state the type of vaccine and the date of inoculation.
  - \* For ③, the certificate must specify the measuring method and the measured values of antibody titer in your blood (refer to the next page), and it must satisfy the judging standard listed in the chart. A blood test report sheet itself can be accepted for submission.  
If the antibody titer in your blood is insufficient, you must receive the necessary vaccination, and submit either ① or ②.
  - \* You may submit a combination of ①, ②, and ③ (e.g., ① for measles, and ③ for rubella).
  - \* If the antibody titer level is below requirements, yet you cannot be inoculated with vaccines for some reason (e.g. illness or body composition), please submit an official document (for example, a certificate issued by the doctor) explaining why.

### <Submission Period and Place of Submission>

- All successful undergraduate and graduate applicants enrolling in April (except the Graduate School of Medicine, the Graduate School of Health Sciences, and the Graduate School of Maritime Sciences):  
Submit the certificate when you register at the Medical Center for Student Health (Rokkodai) during your routine medical check-up scheduled for early April.
- All successful graduate applicants enrolling in April (the Graduate School of Medicine, the Graduate School of Health Sciences, and the Graduate School of Maritime Sciences):  
Submit the certificate to the following institution by the designated date:  
Students of the Graduate School of Medicine should submit directly to the Medical Center for Student Health, Kusunoki Branch, by April 15.  
Students of the Graduate School of Health Sciences should submit directly to the Physical and Mental Health Consultation Office (Myodani Campus), by April 15.  
Students of the Graduate School of Maritime Sciences should submit directly to the Medical Center for Student Health, Fukae Branch, by the date of the medical check-up for the Maritime Sciences students.  
Please note that medical check-ups for students enrolling in the following schools in April take place on different dates on their own campuses than the aforementioned routine medical check-up schedule. The schools are the Graduate School of Medicine, Graduate School of Health Sciences, and the Graduate School of Maritime Sciences.
- Successful applicants enrolling in October:  
Submit the certificate when you register at the Medical Center for Student Health (Rokkodai) during the routine medical check-up scheduled for mid-late October.

- (2) Submission of a certificate demonstrating inoculation and an antibody test against epidemic parotiditis and chickenpox (Only for successful applicants enrolling in the School of Medicine including both the Faculty of Medicine and the Faculty of Health Sciences; the Graduate School of Medicine; and the Graduate School of Health Sciences):  
In addition to the measles and rubella certificate, successful applicants enrolling in the School of Medicine (the Faculty of Medicine and the Faculty of Health Sciences), the Graduate School of Medicine, and the Graduate School of Health Sciences, are also required to submit a certificate regarding epidemic parotiditis and chickenpox. A designated form for the certificate is available at the Academic Affairs Section.  
The certificate must state that either you were inoculated against epidemic parotiditis and chickenpox (twice each after one year of age), or verify that you have sufficient antibody titer in your blood to prevent development of epidemic parotiditis and chickenpox based on an antibody test performed within the last five years (since April 2014).  
If the antibody titer in your blood is insufficient, you must receive a necessary vaccination (twice each after one year of age), by the due date for the certificate submission.  
If the antibody titer level is below requirements, yet you cannot be inoculated with vaccines for some reason (e.g., illness or body composition), please submit an official document (for example, a certificate issued by the doctor) explaining why.

<Submission Period and Place of Submission>

- Successful undergraduate and graduate applicants enrolling in April  
(Only for the School of Medicine including the Faculty of Medicine and the Faculty of Health Sciences; the Graduate School of Medicine, and the Graduate School of Health Sciences):  
By end of July of your first year, submit the certificate to the following:  
Students of the School of Medicine (both the Faculty of Medicine and the Faculty of Health Sciences) should submit directly to the Medical Center for Student Health (Rokkodai).  
Students of the Graduate School of Medicine should submit directly to the Medical Center for Student Health, Kusunoki Branch.  
Students of the Graduate School of Health Sciences should submit directly to the Physical and Mental Health Consultation Office (Myodani Campus).  
(Attention: For those who are enrolled in the School of Medicine but miss the submission deadline, you may not be able to participate in the initial on-site clinical training program etc.)
- Successful graduate applicants enrolling in October  
(Only for the Graduate School of Medicine and the Graduate School of Health Sciences):  
Submit the certificate by end of December of your first year to the following:  
Students of the Graduate School of Medicine should submit directly to the Medical Center for Student Health, Kusunoki Branch.  
Students of the Graduate School of Health Sciences should submit directly to the Physical and Mental Health Consultation Office (Myodani Campus).

**Measuring Methods and Judging Standards for Protective Antibodies in Blood**

	Measuring Method	Judging Standard	Remarks
Measles	IgG—EIA method	8.0 ≧ positive (16.0 ≧ )*	Positive result by one of these three methods. * For the School of Medicine (both the Faculty of Medicine and the Faculty of Health Sciences), the Graduate School of Medicine, and the Graduate School of Health Sciences: Positive result by one of these three methods, and must achieve values shown in brackets.
	PA method	128x ≧ positive (256x ≧ )*	
	NT method	4.0x ≧ positive (8x ≧ )*	
Rubella	HI method IgG—EIA method	32x ≧ positive 8.0 ≧ positive	Positive result by one of these two methods. (HI method is recommended)
Epidemic Parotiditis (Mumps)	IgG—EIA method	4.0 ≧ positive	Only for the following schools: School of Medicine (Faculty of Medicine, Faculty of Health Sciences), Graduate School of Medicine, and Graduate School of Health Sciences
Chickenpox	IgG—EIA method IAHA method NT method Antigen skin test	4.0 ≧ positive 4-fold ≧ positive 4-fold ≧ positive 5mm ≧ positive	Only for the following schools: School of Medicine (Faculty of Medicine, Faculty of Health Sciences); Graduate School of Medicine, Graduate School of Health Sciences Positive result by one of these four methods (IgG—EIA method is recommended)

Make sure the above methods are followed when the antibody titer is measured in your blood. The protective antibody value differs according to the measuring method used. Please note that **the judging standards are higher than the usual standards used at medical institutions.**

Students who wish to enter the School of Medicine (the Faculty of Medicine and the Faculty of Health Sciences), the Graduate School of Medicine, and the Graduate School of Health Sciences should be aware that they are required to have an even higher level of protective antibody values listed in brackets against measles.

Before you visit a medical institution, please make an appointment and confirm that the antibody test and/or the vaccine you need are available at that institution.

When you visit a doctor at a medical institution, make sure you present this guidebook so your doctor can issue the necessary certificate(s). (Please make sure you confirm with your doctor the measuring methods and judging standards when measuring the antibody titer in your blood.)

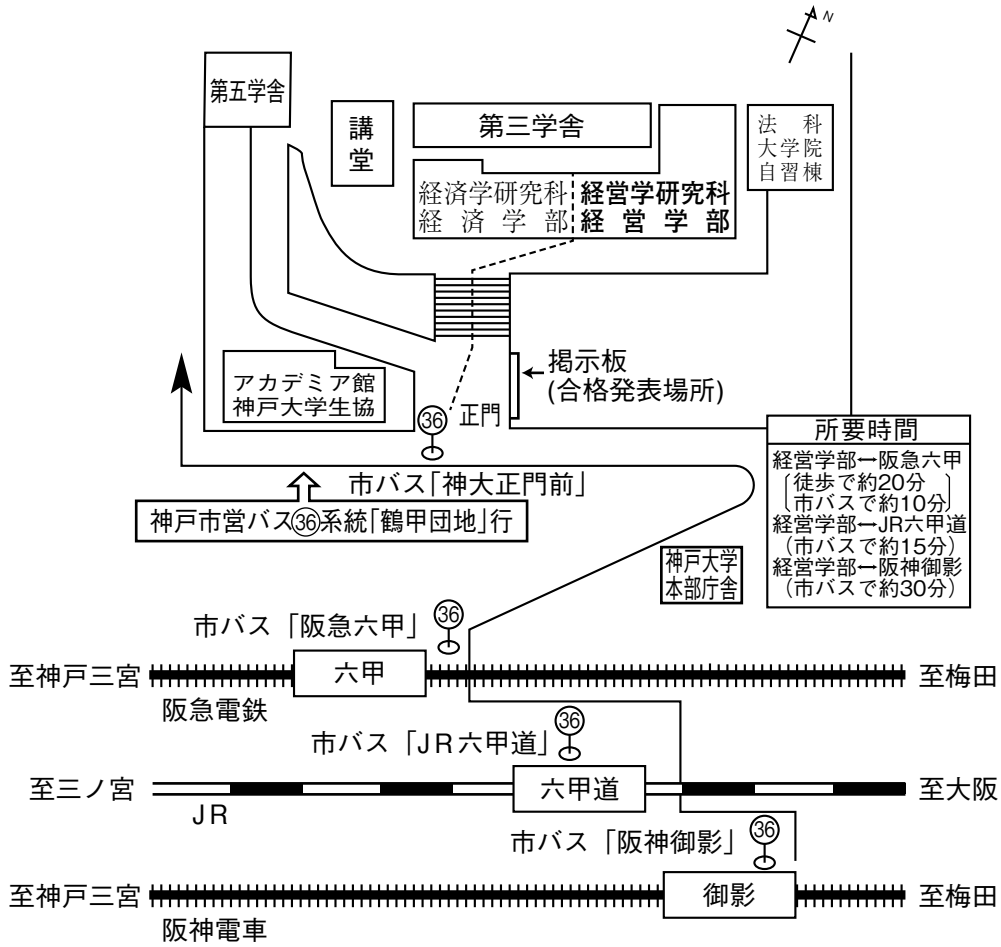
\* Points to Consider when Submitting a Certificate:

- ① Please submit the original certificate and one set of copies (A4 size).
- ② If the certificate is written in a language other than Japanese or English, please attach a document that shows either a Japanese or English translation.

For further information, please refer to:

Medical Center for Student Health, Kobe University Tel: 078-803-5245  
Student Support Division, Student Affairs Department, Kobe University Tel: 078-803-5219

## 神戸大学経営学研究科所在地略図



## 神戸大学大学院経営学研究科

〒657-8501 神戸市灘区六甲台町2-1

TEL (078) 803-7260