Academic Year 2026

Application Period-Ⅲ

Keio University
Graduate School of Media Design

Application Guidebook

Doctoral Program



Application Period-I for enrollment in September 2026 or April 2027
Application Period-II for enrollment in April 2027 or September 2027
Application Period-III for enrollment in April 2027 or September 2027

(October 2026)

The Management of Personal Information at Keio University

At Keio University, personal information is managed safely and appropriately in compliance with the university's "Basic Policy Concerning Protection of Personal Information" and "Rules to Protect Personal Information."

Personal information provided when making an application, completing admissions procedures, and issuing notifications following graduation, including names, addresses, and other details, will be used at each department of Keio University for 1) processing applications for, and conducting of, entrance examinations, as well as announcements of final results; 2) admission procedures; 3) administration, correspondence, and procedures relating to academic affairs, including academic activities to which the student contributes; 4) administration, correspondence, and procedures relating to general student life; 5) administration, correspondence, and procedures relating to the use of university facilities and equipment; 6) communications for soliciting donations, notification regarding school bonds, and inviting recipients to join the Keio Iji-kai (Support Group) or apply for the Keio Card; 7) sending documents to students and guarantors and other communications; and 8) dispatching documents related to the Mita-kai (alumni association); and any other matters accompanying these tasks. Additionally, the data of personal information that has been statistically processed so that individuals cannot be identified will be used as survey and research material for the selection of entrants to the university.

Specific duties will be undertaken by contractors commissioned by Keio University (hereinafter "commissioned contractors") to perform the tasks outlined above. When outsourcing tasks, all or part of the personal information provided by applicants may be shared with commissioned contractors to the extent that it is necessary to carry out their duties. Keio University may also share personal information following graduation, within the extent that this is required for procedures and screenings, upon request from the Mita-kai (Alumni Associations), as part of its support for the Mita-kai's activities.

Exceptions may be made to share personal information with third parties in cases where there is a legal obligation to disclose information, or when it is deemed necessary to protect the life, physical wellbeing, property, or other rights and interests of the student or a third party and it is not possible to obtain the consent of the student in question. Keio University will not provide personal information to a third party in any circumstances other than those described above.

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

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1. DESIGN BY ACTION

"The future" starts life in our daily encounters with the quizzical, the puzzling and the vexing. Stirred by these, our doubts translate into action—the sprouting vocation to tackle the most trivial challenges and the ability to dream up something different. When these little gyrations join together, they become an engine for change, or what people usually call "the future." At the Keio University Graduate School of Media Design (KMD), we aspire to be just such an engine by incubating a new generation of innovation leaders who harness the principles of media design.

The human mind, body, and our living spaces, the urban realm and societal systems, the natural environment and the information space: at KMD, we view all of these—and the world itself—through the lens of "media." Students learn how to create new forms of value that transform society by reexamining its very foundations, then using the power of design to convert ideas into concrete solutions through the trial-and-error of prototyping.

"Real Projects": Confronting the Realities of Contemporary Society

KMD's curriculum is defined by the "Real Project," where students engage with real-world challenges in a four-step process: REFRAME—question fundamental assumptions. MAKE—transform ideas through iterative prototyping. DEPLOY—implement solutions with stakeholders. IMPACT—measure and visualize resulting changes. Along the way, students will learn how to create value within society through collaboration with diverse stakeholders, including business, government, and civic organizations. At KMD, learning extends beyond the classroom; students are granted the opportunity to make society their laboratory.

A Diverse Network: The Catalyst for Innovation

KMD is home to students from across the world, of various backgrounds, specialties, ages, and experiences. You will have the opportunity to meet and collaborate daily with peers from a wide range of fields, including design, art, informatics, engineering, physics, architecture, business, political economy, and the social sciences. Interacting with colleagues from different cultural backgrounds and value systems will broaden your horizons, creating new opportunities for innovation. KMD is a forward-thinking community that draws out its members' imagination through diversity, incubating dynamic leaders who can put forward novel and world-leading solutions.

Building the Society of Tomorrow through Research

KMD is not just a place of learning. It also plays home to the cutting-edge research that will build the society of tomorrow. KMD's cross-disciplinary approach spans the fusion of design and technology that generates new products and services, management, which innovates new businesses and ecosystems, and policy, which lays out the infrastructure needed to implement these solutions in our future world. By collaborating with leading corporations, start-ups, government agencies, and civic organizations, KMD works to create new frameworks and concepts, then apply them to society. Our research mission is to bring forth the future of human civilization through the power of innovation. The granular challenges of daily life, the pressing problems facing our cities, regions, and the globe all provide fertile ground for KMD's community of innovators. With Japan as our base, we work with global partners to drive the worldwide movement towards a sustainable society that can thrive in harmony with nature.

Admissions Policy

Potential students should possess the following qualities:

(1) Foundational academic ability and specialized knowledge in their research field

(2) Future-oriented thinking, creativity, and conceptual ability

(3) Motivation to create value within a diverse society

(4) Passion and vision to take on new and unexplored fields

Student Screening Process To ensure a broad and inclusive selection of applicants aligned with the student profile listed above, the admissions process comprises a first-stage document screening (including the research plan), followed by a second-stage interview conducted online.

2. Major and Admission Quota

Program	Major	Admission Quota
Doctoral	Media Design	10

＊ The above table shows the total quota of people to be admitted in April and September each year by all admissions programs and for all application periods.

＊ This guidebook contains “3. General Admissions Program” and “4. Admission Program for Career Professionals”.

3. General Admissions Program

3.1. Qualification of Applicants

Applicants are required to fulfill at least one of the following criteria. Please note that a preliminary entrance qualification review (refer to “3.2. Preliminary Entrance Qualification Review”) will be necessary for applicants qualifying for admission under criterion 3 or 4 below.

1. Completed or expect to complete a master’s degree or professional degree at a university in Japan
2. Awarded or expects to be awarded a degree corresponding to a master’s degree outside Japan
3. Designated by the Minister of Education, Culture, Sports, Science and Technology of Japan (refer to MEXT Notice No. 118 of Heisei 1)
4. Acknowledged by KMD to have academic skills equivalent to holders of a master’s degree and is at least 24 years old at the time of admission

＊ Criterion 3 above applies to persons who, after graduating from university or having completed 16 years of schooling outside Japan, have been engaged in research at a university, institute, or other facility for at least two years by the date of admission, and are deemed by KMD on the basis of their research efforts to possess academic abilities equal or superior to holders of a master’s degree.

＊ Applicants intending to apply for the MEXT Scholarship are advised against selecting criterion 3 unless they fulfill the requirements outlined in " MEXT Notice No. 118 of Heisei 1)". It is recommended to opt for an alternative criterion that aligns more closely with their qualifications.

3.2. Preliminary Entrance Qualification Review

For those wishing to apply under either criterion 3 or criterion 4, your qualifications must be approved in advance. Follow the instructions below for how to submit the necessary documents. Even if you submit documents for the preliminary entrance qualification review, if they are also required as a part of your application documents, you will need to resubmit them.

- **For all required documents**: All files must be converted to PDF format and uploaded through the designated website. The link to the website for uploading your documents is sent on an individual applicant basis. To submit your application documents, first contact the admissions office of the Graduate School of Media Design (KMD) at kmd@info.keio.ac.jp and clearly indicate that you wish to undergo a preliminary review of your application. This email must be sent within the designated submission period. Do NOT send the required application documents as attachments to your email.

  Once you have sent the email above, you will be contacted and given a designated URL to upload your files within 3 days (excluding weekend and holidays). If you do not receive a response from the admissions office within three days of your email (excluding weekends and holidays) please resend your original email.

  Once you have been given access to the webpage, please finish uploading all of the required documents within two days (beginning from when you have received the website information). After you have finished uploading the required documents, please contact us again at the email address listed above.

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- **For certificates of graduation and transcripts of academic record**: In addition to uploading your certificates of graduation and transcripts online as PDFs, you are also required to mail the original documents to our office. Please send by post (by simplified registered mail or registered express mail from within Japan or by an international courier service that allows packages to be tracked such as FedEx or DHL from overseas) to the Admissions Section of the Graduate School of Media Design at the Hiyoshi Office of Student Services within the submission period (valid if postmarked by the deadline date).

Application Period for the Preliminary Entrance Qualification Review:

Application Period-I: From Monday, March 30 until Friday, April 3, 2026

Application Period-II: From Monday, July 27 until Friday, July 31, 2026

Application Period-III: From Monday, November 9 until Friday, November 13, 2026

Where to Submit (for certificates of graduation and transcripts of academic record):

Admissions Office of Keio University Graduate School of Media Design

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

Criterion	Required documents
Criterion 3 and 4	Application for Preliminary Entrance Qualification Review*; CV (free format); Certificate of Graduation and Official Academic Transcript from last educational institution attended; résumé of employment history; résumé of research history; documentation by means of which KMD can determine that the applicant has academic skills equivalent to those who have completed the master's program (e.g. list of any notable research/work achievements including theses and works)

＊ Please download the Application Form for Preliminary Entrance Qualification Review from the KMD website.

3.3. Application and Screening Schedules

	Application Period-I	Application Period-II	Application Period-III
Enrollment Periods	September 2026 April 2027	April 2027 September 2027	April 2027 September 2027
Application Period*1	April 29 (Wed.) – 11: 59 p.m. on May 7 (Thur.), 2026 (Japan Standard Time)	August 26 (Wed.) – 11: 59 p.m. on September 3 (Thur.), 2026 (Japan Standard Time)	December 2 (Wed.) – 11: 59 p.m. on December 10 (Thur.), 2026 (Japan Standard Time)
Announcement of Results of First Screening *2	1:00 p.m. on June 9 (Tues.), 2026 (Japan Standard Time)	1:00 p.m. on October 6 (Tues.), 2026 (Japan Standard Time)	1:00 p.m. on January 19 (Tues.), 2027 (Japan Standard Time)
Second Screening	June 27 (Sat.) & 28 (Sun.), 2026	October 17 (Sat.) & 18 (Sun.), 2026	January 30 (Sat.) & 31 (Sun.), 2027
Announcement of Results of Second Screening *2	1:00 p.m. on June 30 (Tues.), 2026 (Japan Standard Time)	1:00 p.m. on October 20 (Tues.), 2026 (Japan Standard Time)	1:00 p.m. on February 2 (Tues.), 2027 (Japan Standard Time)

*1 Please refer to "3.5. Submission on Applications" and "5. Submission of Applications" for details.

*2 Please refer to "6. Announcement of Screening Results" for details.

3.4. Scope of Admissions Program

The First Screening entails a review of the application documents. Applicants' academic level, enthusiasm for research, research skills, and other factors will be comprehensively assessed on the basis of the submitted documents,

especially the Research Proposal (refer to “3.6. Research Proposal”), in determining those applicants successfully passing the First Screening.

The Second Screening will comprise an oral exam for applicants who passed the First Screening. Applicants can select either Japanese or English as the language to be used in the screening. The choice of language will have no impact on the results of the Second Screening. The linguistic abilities of persons whose native language is neither Japanese nor English will be assessed during the Second Screening.

The second screening will be conducted online (Zoom). Details will be provided individually after the results of the First Screening are announced. As a rule, applicants will not be able to change the designated date and time of the Second Screening. Applicants should note the following:

1. Ensure you have a functional web camera, headphones, and microphone set-up. Do not use speakers and virtual backgrounds.
2. Examinees must be alone in the room during the oral examination.

Among applicants who have passed the first screening, those who have never used Zoom or who have significant concerns about their internet connection may opt to participate in an access test. Please note that once registered, cancellations or changes to the scheduled time will not be permitted. In principle, you are asked to use the same room for the access test as you plan to use on the day of the examination. If you must use a different room for a special reason, please consult with us about this during the access test.

3.5. Application Documents

You are required to upload the data for all of your application documents to the Web Entry System (TAO). You also need to send the originals for the specified application documents separately by post. For details on how to submit the application documents, please refer to “5. Submission of Applications.”

For all application documents that require submission of original copies by post, please write your Application ID in the upper right-hand corner of each document. Your Application ID can be found in the application list on TAO or related pages. There is no need to include the Application ID on certificates submitted electronically.

Please also submit application documents completely prepared in either Japanese or English.

Even if you have already submitted documents for the Preliminary Entrance Qualification Review, these will need to be resubmitted if you are required to submit them as a part of your set of application documents.

Documents to be Submitted	Folder[*1]	Sending of Original Documents by Post	Notes
ID photo	-	Not required	1. Please upload to the Web Entry System the image data which fulfills the following conditions.

			Upload: .jpg only (.png/.jpeg are not acceptable), max 20MB. Photo: color, clear, no hat, front upper body, no background, taken within 3 months. The following photos are deemed **unacceptable.** Not facing forward (face tilted away from camera, etc.) / Not plain background (scenery or distracting patterns) / Objects in the background / Reflections (face partially obscured due to light reflections on the subject's face or glasses) / The image is out of focus. / Eyes concealed by the subject's hair or bangs / Shadow obscuring the subject's face /Shadows in the background / The subject's eyes or neck are obscured due to wearing a scarf, sunglasses, or colored contacts. / The photo is zoomed in too close so that parts of the head are not shown. / The photo is zoomed out too far. 2. The uploaded ID photo (image data) will be used as the photo for the student ID card of applicants who pass the entrance examination.
Certificate of (Expected) Completion of a Master's Degree Program[*2]	A	**Required**	(1) Applicants must submit a Certificate of Graduation (or Expected Graduation) verifying that you have graduated (or are scheduled to graduate) from a master's program by September 21, 2026, for the September 2026 intake, by March 31, 2027, for the April 2027 intake, or by September 21, 2027, for the September 2027 intake. (2) Please also submit a Certificate of Graduation from your undergraduate college or faculty if the Academic Transcript from this institution does not include the graduation date. It is not necessary for students who have completed or are expected to complete the KMD master's program to submit a Certificate of Graduation from their undergraduate college or faculty. (3) Only original certificates or copies of the original certificates certified by the issuing institution are accepted. However, in cases where only a digital version of the Certificate of (Expected) Completion of a Master's Degree Program is available, a certified PDF with an electronic signature issued by the originating institution and secured against any

			unauthorized third-party modification, or a PDF directly emailed from the issuing institution to kmd-office@adst.keio.ac.jp during the application period will be considered. (4) If a certificate cannot be issued, please submit a copy of your diploma certified by the issuing institution. (5) All Certificates of Completion (or Expected Completion) of a master's degree program must be written in Japanese or English. Certificates written in other languages must have a translation and an official Certificate of Translation attesting to its accuracy attached. *3 (6) Applicants from universities in mainland China must also submit a Certificate of (Expected) Completion issued by the higher educational institution attended. The Online Verification Report from CHSI will not be accepted. (7) Please write your Application ID in the upper right-hand margin of the form. If it is a digital certificate, there is no need to write your Application ID.
Certificate of (Expected) Master's Degree *Required if you completed or are expected to complete a master's program at a university outside of Japan.	A	**Required**	(1) Applicants must submit a Certificate of Master's Degree (or Expected Degree). However, if the Certificate of Completion (or Expected Completion) includes a Certificate of Degree (or Expected Degree) verifying that you have earned (or you are expected to earn) the degree, you do not need to submit a separate Certificate of Degree (or Expected Degree). (2) If a certificate cannot be issued, please submit a copy of your diploma (verifying that you have earned the degree) certified by the issuing institution. However, in cases where only a digital version of the Certificate of (Expected) Master's Degree is available, a certified PDF with an electronic signature issued by the originating institution and secured against any unauthorized third-party modification, or a PDF directly emailed from the issuing institution to kmd-

			office@adst.keio.ac.jp during the application period will be considered. (3) All Certificates of Degree (or Expected Degree) must be written in Japanese or English. Certificates written in other languages must have a translation and an official Certificate of Translation attesting to its accuracy attached. *3 (4) Applicants from universities in mainland China must also submit a Certificate of (Expected) Master's Degree issued by the higher educational institution attended. The Online Verification Report from CHSI will not be accepted. (5) Please write your Application ID in the upper right-hand margin of the form. If it is a digital certificate, there is no need to write your Application ID.
Official Academic Transcript (undergraduate/ master's program) *2	A	**Required**	(1) Only originals or copies of the originals certified by the issuing institution are accepted. However, in cases where only a digital version of the Official Academic Transcript is available, a certified PDF with an electronic signature issued by the originating institution and secured against any unauthorized third-party modification, or a PDF directly emailed from the issuing institution to kmd-office@adst.keio.ac.jp during the application period will be considered. (2) Applicants should submit an Academic Transcript from the undergraduate college or faculty they graduated from and an Academic Transcript from their master's degree program. It is not necessary for students who have completed or are expected to complete the KMD master's program to submit an Academic Transcript from their undergraduate college or faculty. (3) Applicants who have graduated (or are expected to graduate) from more than one university and/or graduate school should submit Academic Transcripts from each institution or university. (4) Applicants who are currently enrolled in or who have

			completed programs at another graduate school must submit Academic Transcripts from both their undergraduate and graduate schools, including for master's and doctoral programs. (5) Applicants who were or are simultaneously enrolled in more than one educational institution (universities, junior colleges, and such.) due to having transferred, etc., must submit Academic Transcripts from each institution. (6) All official Academic Transcripts must be written in Japanese or English. Academic Transcripts written in other languages must have a translation and an official Certificate of Translation attesting to its accuracy attached. *3 (7) Applicants from universities in mainland China must also submit an Official Academic Transcript issued by the higher educational institution attended. The Online Verification Report from CHSI will not be accepted. (8) Please write your Application ID in the upper right-hand margin of the form. If it is a digital certificate, there is no need to write your Application ID.
Proof of applicant's identity *Applicable persons must submit.	A	Not required	(1) If your name registered on the Web Entry System differs from the name given on other application documents, please submit documentation verifying that they refer to the same person such as a copy of your family register abstract or a Certificate of Registered Matters. If you are not a Japanese national, please use your name as it appears in your passport. Furthermore, the use of aliases is limited to those that are recorded on your Certificate of Residence.
Research Proposal	B	Not required	Refer to "3.6. Research Proposal"

*1. Please check the additional explanations provided on the KMD website for details on submitting the data for your application documents.

*2. Applicants may submit only one certificate if the "Academic Transcript" and "Certificate of Completion or

Expected Completion from a Master' Degree Program" are included on the same document.

*3. A Certificate of Translation is a certificate which verifies that a translation accurately reflects the content of the original document. Please inquire at your country's embassy in Japan or other relevant public bodies to have documents officially certified. Submit Certificates of Translation in either Japanese or English.

3.6. Research Proposal

1. Please summarize concretely and concisely the topics of your research thus far; your research accomplishments; the topic you intend to research in the doctoral program; a plan outlining the objectives, methods, significance, and special characteristics of this research; the expected outcomes; the number of years anticipated for completion of the doctoral program; the required research facilities; etc.
2. The research plan must be a PDF file written on no more than 5 sheets of A4 or letter-size (8 1/2" x 11") page format (cover sheets are not required; as a rule, text should be rendered horizontally in portrait mode). Plans exceeding the specified number of pages will be deemed ineligible and will not be taken into consideration. The smallest font that may be used is 11 point. There are no restrictions on the format or number of words/characters.
3. Please edit the header/footer of the document as below.
   Header: Your Application ID at upper right of each page
   Footer: Page numbers (current page/total pages; e.g. 1/5, 2/5, 3/5, 4/5, 5/5) at bottom right of each page
4. Please write your affiliation (university, college, etc.) and your full name at the top of the first page.

3.7. Approval from Faculty Members

Applicants of the doctoral program must contact a KMD faculty member and obtain their agreement to serve as your research advisor before submitting the application. The faculty member will provide you with an approval number, which is to be entered in the Web Entry System. **Application for the doctoral program without an approval number will not be accepted.**

Please use the contact form on the website below to send a message to the faculty member you would like to be your research advisor.

https://www.kmd.keio.ac.jp/faculty

4. Admissions Program for Career Professionals

This admissions program is for persons seeking to obtain their doctoral degree while still employed. Applicants for this admission program should have gained three or more years of work experience at a company, government office, research institution, etc., after graduating from or completing an undergraduate or graduate degree program and have a clear awareness of media design issues.

4.1. Qualifications of Applicants

Applicants are required to fulfill at least one of the following criteria. Please note that a preliminary entrance

qualification review (refer to "4.2. Preliminary Entrance Qualification Review") will be necessary for applicants qualifying for admission under criterion 2 below.

1. Persons who have completed a master's degree program in Japan or who have been granted a degree equivalent to a master's degree outside Japan, and who have been employed for at least three years at a company, government office, research institution, etc., at the time of admission.
2. Persons who have graduated from a university, are currently employed or have been employed in a company, government office, research institution, etc., for at least three years at the time of admission, and who are deemed to have academic abilities equivalent to or greater than persons who have completed the KMD master's program.

4.2. Preliminary Entrance Qualification Review

For those wishing to apply under criterion 2, your qualifications must be approved in advance. Follow the instructions below for how to submit the necessary documents. Even if you submit documents for the preliminary entrance qualification review, if they are also required as a part of your application documents, you will need to resubmit them.

- **For all required documents**: All files must be converted to PDF format and uploaded through the designated website. The link to the website for uploading your documents is sent on an individual applicant basis. To submit your application documents, first contact the admissions office of the Graduate School of Media Design (KMD) at kmd@info.keio.ac.jp and clearly indicate that you wish to undergo a preliminary review of your application. This email must be sent within the designated submission period. Do NOT send the required application documents as attachments to your email.

  Once you have sent the email above, you will be contacted and given a designated URL to upload your files within 3 days (excluding weekend and holidays). If you do not receive a response from the admissions office within three days of your email (excluding weekends and holidays) please resend your original email.

  Once you have been given access to the webpage, please finish uploading all of the required documents within two days (beginning from when you have received the website information). After you have finished uploading the required documents, please contact us again at the email address listed above.

- **For certificates of graduation and transcripts of academic record**: In addition to uploading your certificates of graduation online as PDFs, you are also required to mail the original documents to our office. Please send by post (by simplified registered mail or registered express mail from within Japan or by an international courier service that allows packages to be tracked such as FedEx or DHL from overseas) to the Admissions Section of the Graduate School of Media Design at the Hiyoshi Office of Student Services within the submission period (valid if postmarked by the deadline date).

Application Period for the Preliminary Entrance Qualification Review:

Application Period-I: From Monday, March 30 until Friday, April 3, 2026

Application Period-II: From Monday, July 27 until Friday, July 31, 2026

Application Period-III: From Monday, November 9 until Friday, November 13, 2026

Where to Submit (for certificates of graduation and transcripts of academic record):

Admissions Office of Keio University Graduate School of Media Design
4-1-1 Hiyoshi, Kohoku-ku, Yokohama, Kanagawa 223-8526, JAPAN

Criterion	Required documents
Criterion 2	Application for Preliminary Entrance Qualification Review*; CV (free format); Certificate of Graduation and Official Academic Transcript from last educational institution attended; résumé of employment history; résumé of research history; documentation by means of which KMD can determine that the applicant has academic skills equivalent to those who have completed the master's program (e.g. list of any notable research/work achievements including theses and works)

＊ Please download the Application Form for Preliminary Entrance Qualification Review from the KMD website.

4.3. Application and Screening Schedules

Refer to "3.3. Application and Screening Schedules."

4.4. Scope of Admissions Program

Refer to "3.4. Scope of Admissions Program."

4.5. Application Documents

In addition to the items listed in "3.5. Application Documents," please submit the following document when applying.

Documents to be Submitted	Folder *1	Sending of Original Documents by Post	Notes
Employment History	A	Not required	(1) Please provide a PDF of a summary of your employment history on A4 or letter-size page in a format of your choosing. (2) Please detail any notable research or work achievements. (3) Please write your Application ID in the upper right-hand corner of the résumé.

*1. Please check the additional explanations provided on the KMD website for details on submitting the data for your application documents.

4.6. Approval from Faculty Members

Refer to "3.7. Approval from Faculty Members."

5. Submission of Applications

5.1. How to Submit the Application Documents

You are required to upload the data for all of your application documents to the Web Entry System (TAO). You also need to send the originals for the specified application documents separately by post. Please note that if you only carry out the online registration (web entry) and have an examinee number issued without correctly uploading the data for your application documents or posting the original copies of documents by the deadline, your application may not be completed.

(1) Online registration (web entry) and upload of application document data

3. Online registration (web entry) and upload of application document data

Please access the Web Entry System (TAO) from the website below.

https://www.kmd.keio.ac.jp/admissions

i. Create an account on TAO. Make sure to set your language in English.

ii. Access the link below, click on “Keio University” -> “Graduate School of Media Design” -> choose your entry based on the matriculation date.

iii. Fill out all the fields, submit all the required materials (some must be uploaded to Dropbox via the designated link on the entry screen), and pay the application fee on TAO following the onscreen instruction.

iv. Complete your application by clicking on the “Complete my application” button. Make sure to confirm that your application status has changed to “Application Completed.”

Please be sure to also check the additional explanations provided on the KMD website “Guidelines for Application Documents” for details on submitting the data for your application documents.

(2) Postage of specified application documents (originals)

After uploading the data for your application documents, please send from among the application documents original copies of your Certificate of (Expected) Graduation/Completion, Certificate of (Expected) Degree, Official Academic Transcript, and, if an applicant to the CEMS program, a document verifying your language proficiency, in the post by the deadline (valid if postmarked by the deadline).

<Where to Send>

Please post application documents to the following address:

Admissions Office of Keio University Graduate School of Media Design

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

1. Applications may not be submitted in person at the Office.
2. Applications must be postmarked by the deadline date. The documents sent after the deadline will not be received.
3. Please post applications by simplified registered express mail or registered express mail from within Japan.

4. Please post applications using an express service which provides tracking such as FedEx or DHL from outside Japan. Please also send an e-mail to the Admissions Office (E-mail: kmd@info.keio.ac.jp) with (1) your Application ID, (2) the name of the express service you have used, and (3) the item number or tracking number.
5. You must write "KMD Admissions" on the envelope in red ink.

5.2. Application Fee

Application Fee 35,000 JPY

Note that the application fee shown above is applicable for the General Admissions Program; Admissions Program for Career Professionals; and Admissions Program for CEMS Master's in International Management (CEMS MIM) Programme.

[Payment Method (Applicable to Applicants in Japan and Overseas)]

Please complete the payment procedure by following the on-screen instructions on the TAO application system. Payment can be made by credit card only. Payments by methods other than credit card are not accepted.

[Important Notes Regarding Application Fee]

1. Once paid, the application fee is non-refundable under any circumstances.

2. Even if you begin the payment process on TAO before the application deadline, your application cannot be accepted if the payment is not completed before the deadline. Please ensure that your application, including payment of the application fee, is fully completed by the deadline.
3. During the payment process, additional verification by the credit card company may be required, and in some cases, payment completion may take several days. Please complete the payment well in advance.
4. Please be careful not to make duplicate payments of the application fee.

5.3. Important Information for when Submitting Applications

1. Applications cannot be received outside the application period. We do not respond to inquiries regarding the receipt or acceptance/rejection of application documents. Please check the tracking information provided by the courier service used for sending your documents to confirm their arrival. If there are any inquiries regarding the submitted application documents, the admissions office will contact you directly.
2. Be advised that Keio University reserves the right to make inquiries about the validity of submitted documents or application information with official investigative bodies, the educational institution the applicant most recently attended or is currently attending, referees, etc.
3. Should the information provided in the application documents be factually incorrect or any other improprieties be discovered, the applicant will be deemed ineligible for the entrance examination and enrollment. In that case, application or tuition fees, etc. will not be refunded.

4. Please do not submit any documents other than the designated application documents. Recommendation letters cannot be accepted. If you have a referee at the time of applying, please enter his/her details in the field provided on the Web Entry System after getting his/her approval. Referees may be asked to provide information regarding the applicant if necessary. It is not compulsory to enter details for a referee when making an application.
5. Once submitted, application documents will not be returned. Therefore, please refrain from submitting original documents that cannot be reissued, such as the original diploma. For documents that cannot be reissued, please submit certified copies officially recognized as duplicates.
6. Applicants requiring special assistance when taking examinations or attending classes due to physical disabilities should contact the Admissions Office of KMD by the last day of the application period.
7. If there is a major disaster and the university deems that a large number of examinees will be affected on the day of the exams, it may, so far as it does not affect the overall operation of the entrance exams, delay the start of all examinations. However, the university will not be responsible for any personal damages or losses suffered by applicants following this decision. Notifications of any changes to the exam schedule on the day of the exams will be posted on the KMD website:
   https://www.kmd.keio.ac.jp/
8. The preferred enrollment term selected at the time of application cannot be changed after the application deadline. However, applicants for the Japanese Government (MEXT) Scholarship may contact us individually before the start of the admission procedure period if the final scholarship selection results will not be announced in time for the designated admission procedure period.
9. You may not apply simultaneously to both the Master's Program and the Doctoral Program.
10. Other notifications regarding applications will be posted regularly on the following website, which all applicants must check when submitting their applications:
    https://www.kmd.keio.ac.jp/admissions

6. Announcement of Screening Results

[Announcement of Results of First Screening]

The results of the First Screening will be announced on the Web Entry System(TAO). The detailed information for the Second Screening will be announced at the same time. Inquiries regarding the screening results are not accepted, and feedback will not be provided.

https://www.kmd.keio.ac.jp/admissions/doctoral-program/

[**Announcement of Results of Second Screening**]

The results of the Second Screening will be announced on the Web Entry System. All results are displayed by examinee number. Inquiries regarding the screening results are not accepted, and feedback will not be provided.

https://www.kmd.keio.ac.jp/admissions/doctoral-program/

7. Admission Procedures

Please ensure that you complete the prescribed procedures by their respective deadlines, as failure to do so will make you ineligible for admission.

7.1. Obtaining Documents for Admission Procedures

The documents for the admission procedures will be sent to you by e-mail approximately three weeks prior to the first date of each admission procedure period listed below (the remittance form for tuition and other fees will be sent by post only to the successful applicants who registered their address in Japan at the time of application). For applicants who chose application period-III for enrollment in April, they will be sent after the announcement of the second screening. Please contact the Admissions Office by e-mail if these documents have still not arrived two weeks prior to the start of the applicable admission procedure period.

7.2. Admission Procedure Periods

[For enrollment in September 2026] From Wednesday, July 8 until Thursday, July 16, 2026

[For enrollment in April 2027] From Wednesday, February 10 until Thursday, February 18, 2027

[For enrollment in September 2027] Details will be provided when the results of the Second Screening are announced.

Please note that in principle changes to the enrollment period are not permitted. However, the Admissions Office may consider postponing the deadline for applicants who have applied for Japanese Government (Monbukagakusho: MEXT) Scholarships, but who will not be notified of the final selection results before the admission procedures deadline. These applicants must contact the Admissions Office by the start date of admission procedures.

7.3. Submission of Documents for Admission Procedures and Delivery Method

Please mail application documents to the following address:

Admissions Office of Keio University Graduate School of Media Design

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

Please post documents using an express service which provides tracking such as FedEx or DHL from outside Japan, and simplified registered express mail or registered express mail from within Japan. Please also send an e-mail to the Admissions Office of KMD with (1) your examinee number, (2) the name of the express service you have used, and (3) the item number or tracking number if you will send applications from outside Japan.

Documents sent from overseas must arrive by the deadline date, while documents sent from within Japan must be postmarked by the deadline date. You must write “KMD Admissions” on the envelope in red ink. We do not respond to inquiries regarding the arrival of enrollment documents. Please confirm the arrival using the tracking number provided.

7.4. Documents to be Submitted

Documents to be submitted	Notes
Admissions Procedure Form	Please fill in the required information and submit the designated form.
Certificate of Remittance (of Tuition Fee, etc.) OR Copy of the Transfer Receipt (in case of remittance from outside Japan)	**[When completing procedures from WITHIN Japan]** (1) Please fill in the required details on the designated remittance form and remit the stipulated amount for tuition and fees at the counter of a financial institution. The remittance form will be sent by post only to the successful applicants who registered their address in Japan at the time of application.[*1] (2) After remitting the payment, please affix the Certificate of Remittance to the designated form and submit to the Admissions Office. Please retain the Remittance Receipt for safekeeping. **[When completing procedures from OUTSIDE Japan]** (1) Please pay the tuition and fees for Keio University to the bank account indicated below. *We cannot accept demand drafts, postal money orders, registered cash by mail or any payment method other than telegraphic transfers. (2) <Account Information> Bank name: Sumitomo Mitsui Banking Corporation Branch: Mitadori Branch Swiftcord: SMBCJPJT Address: 5-28-1 Shiba, Minato-ku, Tokyo 108-0014 Japan Account type: Ordinary Account Account number: 8374538 Name of the account: Keio University Remittance fee: The remitter defrays the fee (3) <How to Transfer and Amount> Type of Remittance: Telegraphic Transfer Method of Payment: Advise and Pay Bank Charges, if any: To be paid by applicant Currency: Japanese Yen (JPY) Purpose of Remittance: Tuition and Fees Message to the Payee, if any: Application number and name of applicant Amount: Master's Program: 1,992,600 Yen (payment in full for one year) 996,350 Yen (payment in installments)

	Doctoral Program: 1,212,600 Yen (payment in full for one year) 606,350 Yen (payment in installments) Persons enrolling in September cannot choose payment in full for one year at the time of admission. Please choose payment in installments. (4) In addition to fees incurred locally, fees will also be charged by the Japanese bank. Please note that any deficiency in the amount remitted due to bank fees or other costs will be billed to the applicant at a later date.
Student Registration Form	(1) Please fill in all the required information except for the section titled Student ID Number.
Certificate of Residence (of Applicant) * Required for Japanese nationals and applicants with "Special Permanent Resident" status.	(1) Submit Certificate of Residence (without My Number) with the name of the householder issued by the relevant city/ward/town/village office in Japan within 3 months of submission date.
Copy of Passport (of Applicant) * Required only for non-Japanese nationals, excluding applicants with "Special Permanent Resident" status."	(1) Non-Japanese nationals must enclose a copy of their passport.
Certificate of Completion /Certificate of Degree /Finalized Academic Transcript * Only those who graduated from universities outside of Japan are required to	(1) Applicants who have not yet completed the master's program of their university at the time of application should submit a Certificate of completion/Degree and finalized Academic Transcript. This is not necessary for applicants from Keio University or for applicants who have already submitted these documents when applying to KMD. (2) Please write your examinee number in the upper right-hand margin of the document. (3) Please write your examinee number in the upper right-hand margin of the document.

submit Certificate of Degree	(4) If you are unable to obtain certificates or transcripts during the admission procedures period, please make a note of this and the expected date of issue in the Remarks section of the "Admissions Procedures Form". Send the certificates and transcripts by post as soon as they have been issued.
Online Verification Report of Higher Education Qualification Certificate (教育部学歴証書電子注冊備案表) * Only those who graduated from universities in mainland China	(1) Those who have graduated from universities in mainland China must also submit an Online Verification Report of Higher Education Qualification Certificate (教育部学歴証書電子注冊備案表). The report must be in English. (2) Register on the Chinese Ministry of Education website <www.chsi.com.cn/xlcx/bgys.jsp> and obtain a report (教育部学歴証書電子注冊備案表) in a PDF file and print it out. Please make sure the validity period of the report is at least 3 months at the time of submission.
Pledge (Nondisclosure Agreement)	(1) Please carefully read the content and sign [and date] the form if you agree. (2) Retain "Your Copy" and submit the "University Copy."
Consent Release Form Regarding Photographic, Video, and Audio Recordings and Their Use for Educational Purposes	(1) Please carefully read the content and sign [and date] the form if you agree. (2) Retain "Your Copy" and submit the "University Copy."
Pledge (Security Export Controls under the Foreign Exchange and Foreign Trade Act)	(1) Please carefully read the content and sign [and date] the form if you agree.
Other Documents	Applicants from overseas who require Keio University to apply for a Certificate of Eligibility on their behalf must submit the designated forms.*2

*1. Please refer to "7.5. Fees Payable upon Admission" and pay the amount stipulated for your admission. Please ensure that there are no errors in the amount printed on the remittance form.

*2. Information regarding procedures for Certificate of Eligibility will be sent separately. After receiving the

information, those who need to undergo the procedures for Certificate of Eligibility will be requested to submit the following documents:

1. Application for Certificate of Eligibility
2. One photograph (4 cm x 3 cm, color)
3. Proof of Bank Account Balance or Scholarship Award to cover academic fees and expenses for the first two semesters.
4. A copy of your passport showing your name, nationality, photograph, passport number, and passport expiration date.

*Keio University cannot apply for the Certificate of Eligibility on your behalf if your bank balance is less than the total amount of academic fees and expenses for the first two semesters.

*Please see the website of the Immigration Bureau below for more information:
https://www.moj.go.jp/isa/

For extensions of period of stay or changes of status, please bring the following documents to the KMD office after receiving "Notification of Completion of Admission Procedure". This process cannot be conducted before "Notification of Completion of Admission Procedure" is sent.

1. Application for Extension of Period of Stay and Change of Status
2. Resident Card

*Please also see the website of the Immigration Bureau below for more information:
https://www.moj.go.jp/isa/

7.5. Fees Payable upon Admission

The fees to be paid can be found at the following link:

https://www.kmd.keio.ac.jp/admissions/tuition-and-scholarships/

7.6. Notification of Completion of Admission Procedure

We will send a Notification for Completion of Admission Procedures to applicants who have completed all admission procedures via e-mail. Please contact the Admissions Office by e-mail if the Notification for Completion of Admission Procedures has not arrived within two weeks of the end of the admission procedures period.

7.7. Declining Offers of Admission

In principle, Academic Fees and Expenses cannot be reimbursed. However, all fees will be refunded to persons who have declined an offer of admission in a timely manner by the dates specified below.

Application Period	- Deadline for expected September 2026 admission: Monday, September 7, 2026 - Deadline for expected April 2027 admission: Wednesday, March 17, 2027 - Deadline for expected September 2027 admission: Wednesday, September 8, 2027

	*If you will be submitting the documents in the post, please send them by registered mail. If you will be submitting the documents in person, please do so by 4:45 p.m. on the deadline date. All times are Japan Standard Time (JST).
Address for Submission	Admissions Office of Keio University Graduate School of Media Design 4-1-1 Hiyoshi, Kohoku-ku, Yokohama, Kanagawa 223-8526, JAPAN
Documents to be submitted	(1) Letter Declining Offer of Admission*1 (2) Documents or certificates proving that the Enrollment Fee, etc., was remitted for applicants in Japan or "Remittance payment receipt" for Enrollment Fee, etc. (with financial institution cashier's stamp) for applicants outside Japan

*1 Please request the Admissions Office to send a form for the Letter Declining Offer of Admission by email.

8. Fund and Contributions

8.1. Keio University Bonds (school bonds) and Keio University Education Promotion Funds (donations)

Keio University Bonds (school bonds)

- 100,000 Yen per unit (your cooperation in donating three or more units would be appreciated)
- Amounts paid to the school bonds will be returned without interest after graduation or course completion, withdrawal of school.

Keio University Education Promotion Funds (donations)

- 30,000 Yen per unit (your cooperation in donating two or more units would be appreciated)

While both are optional, many choose to cooperate as both are used to further enhance Keio University's educational activities. Keio University will send detailed information upon admission. Please see the following link for details:

https://kikin.keio.ac.jp/en/jujitsushikin/

9. Scholarships

Please refer to the website below for an overview of the scholarships for international students:
https://www.ic.keio.ac.jp/en/life/scholarship/

The majority of scholarships for international students only accept applications from students currently enrolled at university. Information concerning scholarships with active calls for applications will be provided after admission to the university.

We have a few scholarships that accept applications before admission. Please check the Keio University International Center's website for detailed information:
https://www.ic.keio.ac.jp/en/life/scholarship/

Regarding the *MEXT Scholarship (University Recommendation)* and the *Keio University "Design the Future" Award*

for International Students, candidates are selected by the Graduate School of Media Design(KMD) from among applicants to the entrance examination. Please note that only those who are contacted directly by KMD regarding their nomination will be eligible to apply for these scholarships. We regret to inform you that we are unable to respond to individual inquiries regarding eligibility requirements, application timelines, or other related details.

10. Security Export Controls

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

*For details on security export controls, please refer to the website of the Ministry of Economy, Trade and Industry.
https://www.meti.go.jp/policy/anpo/englishpage.html

Contact Information

【Important】

Please read the Application Guidebook and Frequently Asked Questions (FAQ) carefully before contacting us. Many common questions regarding the application schedule, eligibility requirements, admission procedures, tuition fees, scholarships, and other matters are already answered in the Application Guidebook and FAQ. Before submitting an inquiry, please review these documents carefully and refrain from contacting us regarding information that is already provided. Your cooperation will help us respond to all applicants more efficiently and in a timely manner. While we make every effort to respond as quickly as possible, please allow three to five business days for a reply. Please also note that we do not accept inquiries regarding admission by phone. Thank you for your understanding and cooperation.

Admissions Office of Keio University Graduate School of Media Design

Email: kmd@info.keio.ac.jp