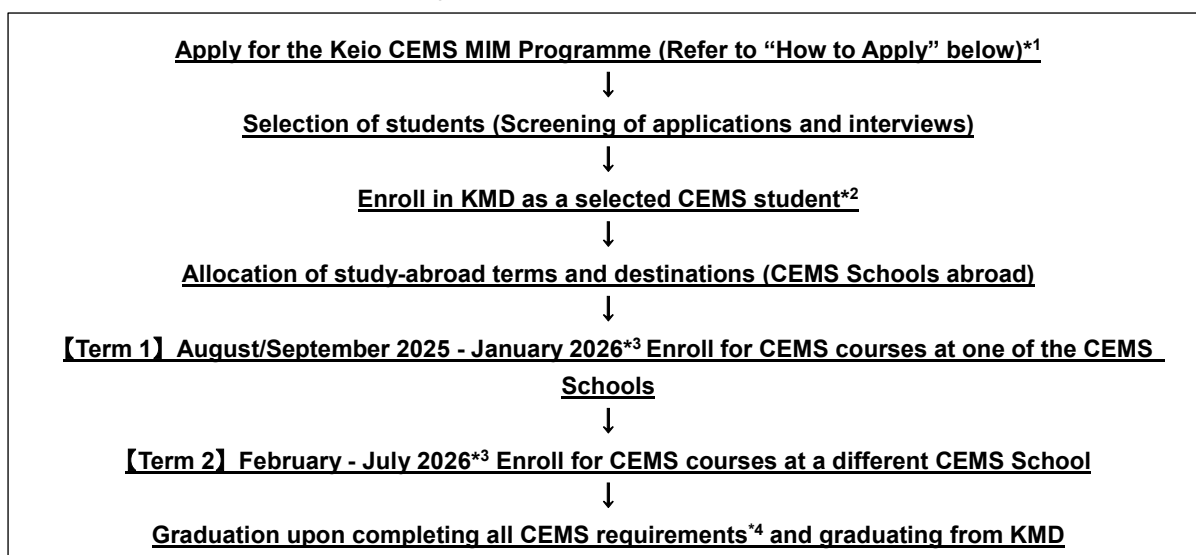


**Keio University
Graduate School of Media Design**

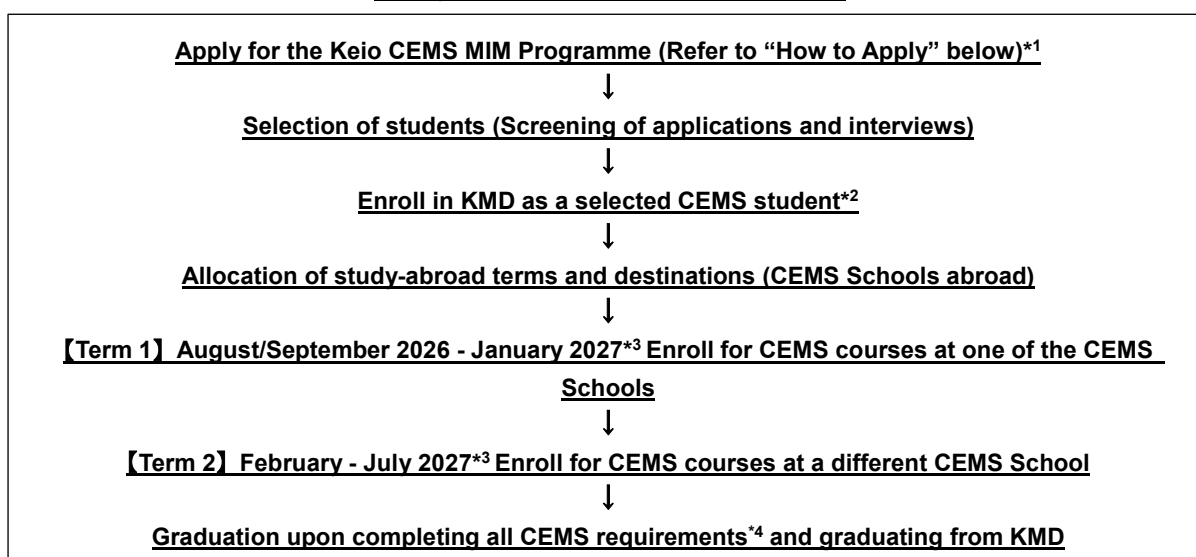
**Application Guidebook
Keio CEMS Master's in International Management Programme
(CEMS MIM Programme)
For Enrollment in September 2024, April 2025 or September 2025**

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

Study abroad from September 2025



Study abroad from September 2026



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

*2 Students are required to pay a Student Registration and Handling Fee of €100 (As of July 2023) to the CEMS headquarters. As a general rule, students of the CEMS MIM Programme are exempt from tuition fees at their study abroad destinations (certain institutions may charge students with additional fees for specific programs, such as Block Seminars). CEMS students shall bear the costs of their flight tickets and living expenses (e.g., accommodation, food, transportation, and other expenses).

*3 Term dates and schedules vary by CEMS School.

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

Application Requirements

Applicants must meet all the conditions listed below:

<p>1. Eligibility</p>	<p>Applicants are required to fulfill at least one of the following requirements. Please note that a preliminary entrance qualification review will be necessary for applicants qualifying for admission under items 2 or 7 below.</p> <ol style="list-style-type: none"> 1. Graduated or expects to graduate from a university in Japan 2. Spent three years or more at a university (or the equivalent) in Japan by the time of enrollment in the master's program and has achieved or is expected to achieve outstanding academic results as acknowledged by KMD 3. Earned or expects to earn a bachelor's degree from the National Institution for Academic Degrees and Quality Enhancement of Higher Education of Japan 4. Completed or expects to complete 16 years of schooling outside Japan 5. Designated by the Minister of Education, Culture, Sports, Science and Technology of Japan (refer to MEXT Notice No. 5 of Showa 28) 6. Awarded or expects to be awarded a degree equivalent to or higher than a bachelor's degree for the completion of a course requiring three years or more at an overseas university, etc. 7. Acknowledged by KMD to have academic skills equivalent to those of university graduates and is at least 22 years of age at the time of admission
<p>2. Language Proficiency</p>	<p>Applicants must be competent in English at the time of application. Applicants should be aware of the CEMS language requirements upon graduation before applying for the CEMS MIM Programme. Please refer to the "Language Requirements upon Graduation" section in the "Keio CEMS MIM Programme Application Guidelines for Keio Outgoing Students" for more details, which you can refer at the website below.</p> <p>https://www.ic.keio.ac.jp/en/study/cemsmim/outbound_apply.html</p> <p>You must provide a proof of English proficiency (if English is not your mother tongue) through any of the following (minimum level):</p> <ul style="list-style-type: none"> - TOEFL iBT100; IELTS (Academic) / IELTS Indicator 7.0; CPE C; CAE B; BEC Higher B; Pearson Test of English Academic (PTE) 68 - Passing one of the CEMS-accredited English exams - Acquisition of one of the following degrees:

	<p>(1) A bachelor's degree entirely taught in English from an institution located in an English-speaking country, or from a CEMS or an EQUIS/AACSB accredited institution</p> <p>(2) A bachelor's degree from the PEARL Programme offered by the Faculty of Economics, Keio University</p> <p>(3) A-level GCSE issued in Singapore</p> <p><u>*You are required to submit the proof of English proficiency along with all the other application documents.</u></p>
<p>3. Academic Preparation</p>	<p>You must meet one of the following two conditions to demonstrate your academic preparedness for the CEMS MIM Programme at the time of your application:</p> <ol style="list-style-type: none"> 1. You must have obtained a bachelor's degree in either management, economics, or a related field; or 2. You have successfully earned the equivalent of a minimum of 60 ECTS credits from a full-time business education (eventually to be presented at the start of the programme). <p>Note: If you have not received a bachelor's diploma in management, economics, or any related fields, nor earned the equivalent of a minimum of 60 ECTS credits from a full-time business programme (and are prepared to submit relevant documentation at the start of the programme), you are required to submit a personal statement that describes your background (both educational and work experience) to demonstrate that you satisfy the above conditions.</p>

How to Apply

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

- (1) Complete registration online via the CEMS website below in addition to KMD Web Entry System, CEMS Registration <https://www.cems.org/selection/>

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

- (2) Submit all the application documents, as given in the Application Materials section below. The documents must be in the same order as listed below.

**Please note that you need to register BOTH the KMD website and CEMS website.*

- KMD Web Entry System <https://www.kmd.keio.ac.jp/admissions>

- CEMS Registration <https://www.cems.org/selection/>

Application and Selection Schedule

KMD offers three application periods (Period-I, II and III) before your enrollment. You may apply in either period, however, as for studying abroad from September 2025, applicants for Period-II and III should note that: (1) Students who are admitted to the CEMS MIM Programme during Period-I are allocated to the CEMS Schools before the application of Period-II and III begins. This will result in study-abroad destinations being narrowed for Period-II and III application. (2) Certain CEMS schools set their registration deadline before the end of Period-I application.

In terms of studying abroad from September 2026, applicants for Period-III should note that students who are admitted to the CEMS MIM Programme during Period-II are allocated to the CEMS Schools before the application of Period-III begins. This will result in study-abroad destinations being narrowed for Period-III application.

	Date of Enrollment	
Application Period-I	September 2024*1	April 2025*1
Application Period-II	April 2025*1	September 2025*2
Application Period-III	April 2025*1	September 2025*2

*1 Study abroad from September 2025

*2 Study abroad from September 2026

Application Materials (All documents must be written in English)

Please submit all the documents in English. In addition to the documents listed in “3.5. Application Documents” in the “KMD Application Guidebook (Master’s Program)”, please submit the following CEMS application documents. You are required to upload the data for all of your application documents to the Web Entry System. 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 “6. Submission of Applications” section in the “KMD Application Guidebook (Master’s Program)”.

Make sure to enter your examinee number in the top right for all of your application documents.

Documents to be Submitted	Folder*1	Sending of Original Documents by Post	
1. CV	C	Not required	<ol style="list-style-type: none"> A4-size PDF in a format of your choosing Attach your ID photo on the top page.
2. CEMS Statement of Purpose	B	Not required	<ol style="list-style-type: none"> A4-size PDF in a format of your choosing. No more than 2 pages.
3. Statement of Reason for choosing your preferred CEMS Schools	C	Not required	Submit the Statement of Reason for choosing your preferred CEMS Schools. This form is available via the following URL: https://keio.box.com/v/cems-application-docs In it, please briefly state the reasons why you have selected your preferred CEMS Schools.
4. Declaration regarding Mother Tongue	C	Not required	Submit the Declaration regarding Mother Tongue, which is available via the following URL: https://keio.box.com/v/cems-application-docs Note: Once you submit this form, you are unable to change your declared mother tongue. You may declare more than one mother tongue. If you wish to declare more than one, fill in a declaration for each language.
5. Language Proficiency Certificate (<u>Original Copy required</u>)	C	Required	If English is not your mother tongue, submit an original certificate of the relevant English language proficiency certificate listed in “2. Language Proficiency” in the Application Requirements section above. You should also note the following rules:

			<p>※If you have not received a hard copy of your test certificate, but the score is available online, you may submit a printout of the relevant webpage at the time of your application. Submit the original certificate after you receive it.</p> <ul style="list-style-type: none"> ● For TOEFL Test scores, submit the “Test Taker Score Report”; for IELTS Test scores, submit the “Test Report Form (Academic Module).” ● TOEFL ITP (Institutional Testing Program) scores are not acceptable. ● “TOEFL My Best Scores” are not accepted. ● TOEFL iBT Home Edition test: a minimum score of 100 is required in the Internet-based TOEFL (iBT) with a score of at least 20 in each section. ● The test must have been taken within 2 years prior to the final deadline of the application.
6. Grade Point Calculation Sheet	C	Not required	Submit the Grade Point Calculation Sheet which is available via the following URL: https://keio.box.com/v/cems-application-docs
7. Transcript <u>(Original copy in English required)</u>	A	Required	Submit your undergraduate transcript in English. Applicants who have graduated (or are expected to graduate) from more than one university and/or graduate school must submit transcripts from each institution or university.
8. Statement of your background	C	Not required	A statement that describes your background (both educational and work experience) to satisfy the conditions described in “Academic Preparation” in Application Requirements above. (A4-size PDF, one page)

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

CEMS MIM Graduation Requirements

Please see Keio CEMS MIM website for details.

<https://www.ic.keio.ac.jp/en/study/cemsmim/outbound.html>

Contact Information

Admissions Office of Keio University Graduate School of Media Design

Email: kmd@info.keio.ac.jp