

Application Procedures and Guidelines for the Keio University-Sciences Po (KUSP) Double Masters Degree Programme: 2013

1. About the Programme

The KUSP Double Masters Degree Programme is a two-year programme, with Year 1 commencing in the autumn of 2013 and being spent at Sciences Po, and Year 2 commencing in the autumn of 2014 and being spent at Keio. However, due to differences in the academic calendars, students from Keio must have earned at least 4 credit points at Keio before joining Year 1 at Sciences Po.

The KUSP Programme is designed to enable students to acquire the core knowledge in economics, quantitative methods, law and political science needed to design and evaluate public policies. Students who successfully complete the programme will be granted the Master de Sciences Po from Sciences Po and a Master of Arts in Economics from Keio University.

2. Eligibility

Individuals who meet both (i) and (ii) prescribed below are eligible for this programme.

- (i) Applicants should already be enrolled in the Masters programme offered by Graduate School of Economics, Keio University.
- (ii) Applicants should meet one of two English language requirements for admission to this Programme listed below.
 - (a) a score of 7.0 or more in the case of IELTS; or
 - (b) a score of 100 or more in the case of TOEFL iBT.

TOEFL iBT or IELTS score reports are valid for two years, and scores will be considered to have expired if the test was taken more than two years prior to submission of this application, namely, before 22 March 2011.

Please note that the KUSP Programme is designed mainly for those students who will start the master course in the Graduate School of Economics, Keio University in the spring of 2013. Those students who are already enrolled in the masters course in the Graduate School of Economics, Keio University, may apply for the Programme, but should note that it will take at least two years for any successful applicant to complete the Programme commencing in the autumn of 2013 and be granted the Double Masters Degree, regardless of the student's current academic year.

Applicants to the KUSP Programme cannot simultaneously apply for the CEMS Exchange (CEMS MIM Programme).

3. Application Period

Web registration should be made between 18 March 2013 (opening at 09:00, Japan time) and 22 March 2013 (closing at 16:30, Japan time).

In addition, all application documents should be submitted to Keio University, the Office of Student Services (Graduate School of Economics) between 18 March 2013 and 22 March 2013.

4. Application Procedure

First, please register your application information through the web page which will be found on Keio University's Department of Economics web page (http://www.econ.keio.ac.jp/en/graduate/double_degree/detail.php?eid=00010) from 18 March 2013 (opening at 09:00, Japan time). Then all application documents should be submitted to the Keio University, the Office of Student Services (Graduate School of Economics) between 18 March 2013 (opening at 09:00, Japan time) and 22 March 2013 (closing at 16:45, Japan time).

5. Application Documents

Applications must contain the following documents:

- (i) Keio University-Sciences Po (KUSP) Double Masters Degree Programme Online Application Web Entry. (This must be filled in, printed out and submitted to the the Office of Student Services (Graduate School of Economics) at Keio University, as part of the Application Documents, and will be treated as the Application Form and the Study Plan of the applicant in the Programme. A photo of the applicant, 4cm by 3cm, taken within the last three months, should be affixed to this.)
- (ii) Official Transcript of Academic Record of Undergraduate Study. Applicants who have already started their masters course at the Graduate School of Economics, Keio University, should also submit their Official Transcript of Academic Record of the Graduate School.
- (iii) The Test Report Form of IELTS and/or the Examiner's Score Record of TOEFL iBT. Only originals of the results will be accepted. The Test Report Form of IELTS and/or the Examiner's Score Record of TOEFL iBT will be returned to the applicant.

All application documents mentioned in (i) and (ii) above should be written in English and produced within the last three months.

Apart from the originals of the Test Report Form of IELTS and the Examiner's Score Record of TOEFL iBT, application documents will not be returned.

6. Screening

Screening to select applicants to proceed to the final selection to be made jointly by the staff of Sciences Po and Keio will be based on an examination of the application documents and an interview in English. Interviews will be held on 29 March 2013 at the Mita Campus of Keio University.

(23 December 2012, revised.)