

## **Application Procedures and Guidelines for the 2015 Keio University-Sciences Po (KUSP) Double Master's Degree Programme**

### **1. About the Programme**

The KUSP Double Master's Degree Programme is a two-year programme, with Year 1 commencing in the autumn of 2015 and being spent at Sciences Po, and Year 2 commencing in the autumn of 2016 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 a 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/ admitted to the Masters programme offered by Graduate School of Economics, Keio University.

(ii) Applicants should meet one of the following two English language requirements.

(a) a score of 7.0 or more in the case of IELTS and a minimum mark of 6 for each category; or

(b) a score of 100 or more in the case of TOEFL iBT.

IELTS or TOEFL iBT score reports are valid for two years, and scores will be deemed to have expired if the test was taken more than two years prior to submission of this application, namely, before March 13 2013.

Please note that the KUSP Programme is designed mainly for those students who will start their master's course in the Graduate School of Economics, Keio University in the spring of 2015. Those students who are already enrolled in a master's 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 2015 and to be granted the Double Master's 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 5 March 2015 (opening at 09:00, Japan time) and 12 March 2015 (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 5 March 2015 and 12 March 2015.

#### 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/](http://www.econ.keio.ac.jp/en/graduate/double_degree/)) from 5 March 2015 (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 5 March 2015 (opening at 09:00, Japan time) and 12 March 2015 (closing at 16:45, Japan time).

#### 5. Application Documents

Applications must contain the following documents:

- (i) Keio University-Sciences Po (KUSP) Double Master's Degree Programme Online Application Web Entry. (This must be filled in, printed out and submitted to the Office of Student Services (Graduate School of Economics) at Keio University, as a 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 master's course in 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 or the Examiner's Score Record of TOEFL iBT. Only originals of the results will be accepted. The Test Report Form of IELTS 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 applicant's application documents and an interview in English. Interviews will be held on 16 March 2015 at the Mita Campus of Keio University.

#### 7. Tuition and Other Fees

Tuition fees of 13,700 euro during year 1 commencing in the autumn of 2015 and being spent at Sciences Po must be paid to Sciences Po, while students in the programme are exempt from paying tuition and most of other fees to Keio. Applicants should note that tuition and other fees are subject to change without notice.

Note:

If you are in your second year of the Graduate School of Economics at Keio as of April 2015;

1. If you are admitted to the Double Master's Degree Programme, you will transfer to Sciences Po in the summer of your second year at Keio. You will need to stay at Sciences Po for one year and earn the required credits for the double degree.

2. You will return to Keio in the summer of your third year, and submit your master's thesis to Keio a year later. Provided you fulfill the requirement of both degrees, you will be awarded master's degrees in economics from Keio and Sciences Po respectively.

(December 18 2014, revised.)