

2021

Application Guidelines

Second Edition
(Issued on March 22nd, 2021)

JJ/WBGSP

The Joint Japan/World Bank Graduate
Scholarship Program



Kobe Institute of Computing
Graduate School of Information Technology

Department of Information Systems
ICT Innovator Course

ICT Innovator Course –the master’s degree course of KIC is one of the participant programs of the Joint Japan/World Bank Graduate Scholarship Program (JJ/WBGSP). This is the application guidelines of KIC for those who would like to study at KIC with the Joint Japan/World Bank Graduate Scholarship.

As you must meet the eligibility of JJ/WBGSP before applying to KIC, please confirm the criteria by visiting the website of JJ/WBGSP.

<https://www.worldbank.org/en/programs/scholarships#3>

APPLICATION PROCEDURE

STEP 1. Application to KIC. The 2021 application period of KIC closes on April 9, 2021.
Deadline of the application to KIC: April 9, 2021

STEP 2. Take the entrance examination of KIC.

Date of the KIC Entrance Examination: April 15, 2021 and April 19, 2021

* The examination date will be specified by KIC

STEP 3. Application to JJ/WBGSP. The 2021 application period of JJ/WBGSP closes on May 21, 2021.

Deadline of the application to JJ/WBGSP: May 21, 2021

NOTES

- Applicants who pass the KIC entrance examination can proceed to STEP 3. **Those applicants should apply for JJ/WBGSP and report the result to KIC.**
- Applicants who pass the KIC entrance examination but do not pass the JJ/WBGSP selection process may study at KIC by self- finance.
- KIC also accepts students with a scholarship program provided by Japanese Government (Monbukagakusho: MEXT) and Japan International Cooperation Agency (JICA).
The application of all those programs for 2021 fall is already closed, but application for 2022 fall may begin soon. Those who are interested, please contact and enquire Japanese embassy, consulate and JICA office in your county about those programs.

I. ADMISSION POLICY

The Goal of Education

KIC- Kobe Institute of Computing, Graduate School of Information Technology aims to develop "advanced ICT personnel equipped with strong human abilities." In KIC, students will acquire the following capacities:

- Basic and applied knowledge and expertise of ICT
- Perspective and understanding of social issues
- "TANKYU Practice," practical method to solve issues with ICT

Ideal Personnel Pursued

KIC accepts a wide range of highly motivated people to learn and solve social issues using ICT. Both new graduates and those who have working experience are welcome.

As classes in the ICT Innovator Course are conducted in English, TOEFL iBT Test 80 points, IELTS 6.5, or equivalent is required to prove English proficiency.

II. ENROLLMENT CAPACITY

The enrollment capacity for the Department of Information Systems is 55 students per academic year.

***The enrollment capacity for JJ/WBGSP is determined by the World Bank.**

III. ADMISSION DATE

October 1st, 2021.

IV. SELECTION METHODS

Successful applicants shall be selected comprehensively through an interview and application documents screening. The sense of purpose and willingness to study at this institution will be judged by an interview conducted in English.

"Statement of Purpose"

The applicant should submit a Statement of Purpose with the other application documents. In this essay, please write down your reasons and motivation for applying to KIC, your expectations for studying at KIC, and your career goals in detail. Definite and concise descriptions are expected and must be up to 1500 words in length.

***Preliminary selection based on Grade Point Average (GPA) and English proficiency may be conducted.**

Successful applicants of Preliminary selection can receive the detailed information of the examination by April 14, 2021.

V. QUALIFICATIONS FOR ADMISSION AT KIC

Prospective students who match all the following points can apply:

1. Holders of a bachelor's degree or are scheduled to receive such a degree by the admission date.
2. Completed a 16-year course in school education.
3. Eligible to apply for JJ/WBGSP.

**The applicant must be at least 22years old by the admission date.*

**If you have any questions about the admission qualification, please contact the office.*

VI. ENTRANCE EXAMINATION SCHEDULE AND APPLICATION PERIOD

The day of Examination	Application Deadline	Date of Results
15 Apr. or 19 Apr. 2021	9 Apr, 2021	21 Apr, 2021

*It is needed to meet the deadline by email.

*Submitted documents cannot be returned under any circumstances.

*All dates and times listed are in Japan Standard Time (UTC+9).

VII. APPLICATION DOCUMENTS

1	Application Form	Fill in all items on the enclosed Application Form. Affix a color photo or paste the digital photo (4cm × 3cm), taken within 3 months of application. The photo must be one from the front without a hat.
2	Statement of Purpose	Describe your reasons for applying and your intended subjects of study in up to 1500 words (free format).
3	Proof of Possessing the Required Qualifications	One of the followings; university graduation certificate, graduate school completion certificate, bachelor's degree conferral certificate, or equivalent.
4	Certified Transcript	An official transcript issued by the university you graduated from.
5	Proof of English proficiency	An official score of any test such as the TOEFL (Test of English as a Foreign Language) and the IELTS (Academic), should be submitted. English proficiency proof is waived for those who obtained the degree from an institution where the instruction medium is English.
6	A Letter of recommendation	A recommendation letter from a professor who taught or supervised the student or the organization's management where the student worked.
7	Application Fee	In support of the purpose of this program, the application fee will be waived.

*Please submit the application documents by email. Submission in PDF document is available for 3,4 and 6, but the originals should be submitted or should be confirmed before the admission date.

*As for 3,4 and 6, if it should exceed keeping the application deadline, please contact the office of Kobe Institute of Computing (see "X. Contact" for the E-mail).

*Documents printed in languages other than English should be translated into English and certified by a school official or an official agency.

VIII. ANNOUNCEMENT OF ENTRANCE EXAMINATION RESULT

(1) ANNOUNCEMENT OF ENTRANCE EXAMINATION RESULT

Applicants will receive a notification of results via email. Applicants should contact the KIC office if he/she is not notified after three days from the designated date (Apr. 21, 2021).

The KIC office will not respond to any inquiries regarding the examination results made by phone, email, or other means.

(2) ADMISSION PROCEDURE

Admission Procedure is informed when you report the result of JJ/WBGSP to KIC by E-mail (see "X. Contact" for the E-mail).

(3) REQUIREMENTS FOR LAPTOPS AND NETWORK COMMUNICATION

All students must have a laptop and Internet access for class works and research activities at the graduate school.

1 Hardware Specifications for Laptops

- Tablet devices (devices that can only be used as tablets) and Chromebooks do not meet the requirements, so these devices are not suitable for academic work at the graduate school.
- OS released within the last three years is recommended.
<Recommended OS: Windows 10 (Windows 10 S mode is not supported.)
<Allowed OS> Mac OS (released within the last three years)
<The following OS types may not work with the available software or system on Windows OS or Mac OS>Linux-Ubuntu 18.04 or the later version of it or CentOS 8 in the later desktop version.
- CPU: The hardware requirements for the processing power varies depending on the individual's research work. Students need to access online classes at a minimum level, which requires the processing power to upload and download large amounts of data at high speed.
- Network: Wireless LAN (802.11a/g/n) is required to use the network on campus. Either internal or external LAN is allowed
- Connection to Display: HDMI is recommended for on-campus presentations.
- Input/output: a web camera, microphone, and speaker (Internal or External) are required.
- There are no requirements other than the above.

2 Network environment for off-campus

To attend classes and laboratory meetings online, complete course registration procedures, receive lecture materials and submit assignments, conduct research, surveys, and system development, you must have the right network environment at home and other off-campus locations. It would be best if you had a broadband connection that allows you to send and receive large amounts of information at high speed (either a fixed line such as an optical line or a wireless line with no limit on transmission capacity - 4G/5G).

3 The following items will be provided free of charge for KIC students.

- Wireless Network Lan in the facility at graduate school
- Microsoft Office 365 (Educational License)

IX. PRIVACY PROTECTION

All personal information obtained by KIC through processing the application and examination of the applicants shall be handled following the Japanese 'Law on Protection of Private Information by Government Agencies etc.' and 'Procedures for Protecting Private Information' established by KIC. The information may be used only for the evaluation of the application and educational purpose.

X. CONTACT

Office of Kobe Institute of Computing
Graduate School of Information Technology

E-mail	global@kic.ac.jp
URL	https://www.kic.ac.jp/en/innovator
Tel	+81-78-262-7715
Fax	+81-78-262-7737
Address	2-2-7 Kanou-cho, Chuo-ku, Kobe, Hyogo, Japan 650-0001

NOTICE:

There are some additions and corrections to the description of this second edition from the first edition. For descriptions with different expressions, the description in this second edition shall be correct.

Documents to be submitted

Department of Information Systems

Application Form 2021 (JJ/WBGSP applicant)

*Please fill in dates using the Western calendar.

Name⁺: _____
(Family) (Middle) (First)

⁺Please fill your name as in your passport

Date of Birth (DD/MM/YYYY): ____ / ____ / ____ Age: _____

Nationality: _____ Gender: Male / Female

Please check if applies

Be a national of a World Bank member developing country

Not hold dual citizenship of any developed country

Permanent Address: _____

E-mail Address: _____ Phone Number: _____

Please affix
the photo
Or paste the
digital photo

4cm × 3cm

Emergency Contact Details

Name : _____ Relationship: _____
(Family) (Middle) (First)

Permanent Address: _____

E-mail Address: _____

Phone Number: _____

Education				
Education	Name of the institute	Major	Period (Month/Year)	Degree/Diploma Awarded
Elementary School			/ ~ /	
Junior High School			/ ~ /	
High School			/ ~ /	
University (Undergraduate)			/ ~ /	
University (Graduate)			/ ~ /	
University ()			/ ~ /	
Others			/ ~ /	

Total year ____ years and ____ month(s)

Employment at development-related work			
Name of Organization		Position	
Type of Work		Duties	
Period of Working (Month/Year)	/ ~ /		
Name of Organization		Position	
Type of Work		Duties	
Period of Working (Month/Year)	/ ~ /		
Name of Organization		Position	
Type of Work		Duties	
Period of Working (Month/Year)	/ ~ /		

Employment at other			
Name of Organization		Position	
Type of Work		Duties	
Period of Working (Month/Year)	/ ~ /		
Name of Organization		Position	
Type of Work		Duties	
Period of Working (Month/Year)	/ ~ /		

事務局記入欄 (The office will fill and use)		
入学検定料受領	年	月 日
試験実施日	年	月 日
面接開始時間	時	分

Exam Admission Slip (ICT Innovator Course)

2021 Fall Kobe Institute of Computing, Graduate School of Information Technology

Examinee's No.	※
Date of Exam	202 / (month) / (day)
※フリガナ	
Name	(Family name) _____ (Middle name) _____ (First name) _____
Online information	※
Time for Interview	※ The interview begins at :

Please affix
the photo
Or paste the
digital photo
4cm × 3cm

※ The KIC office will fill it; please keep it blank

The KIC office will fill in the blanks and return the sheet to you.

Please present the sheet at the beginning of the exam to verify your identity.

When taking the interview from outside Japan, the applicant is responsible for confirming the **interview's local time**. All dates and times listed are in Japan Standard Time (UTC+9).