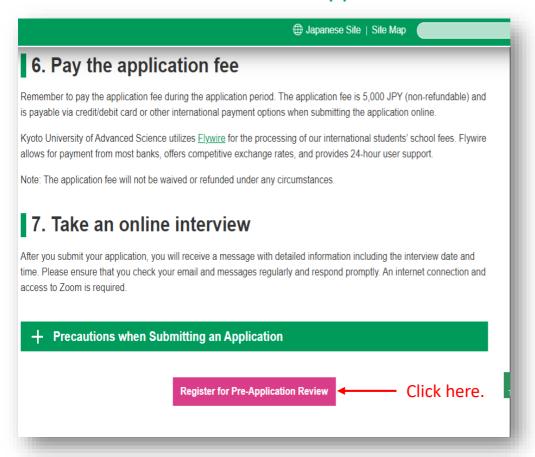




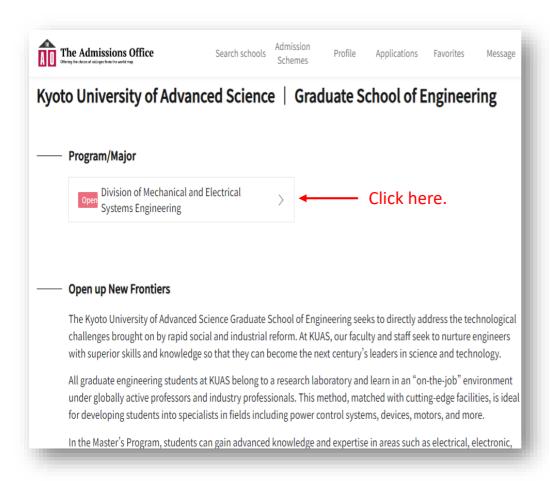
The Admissions Office Application Manual

Pre-application Review

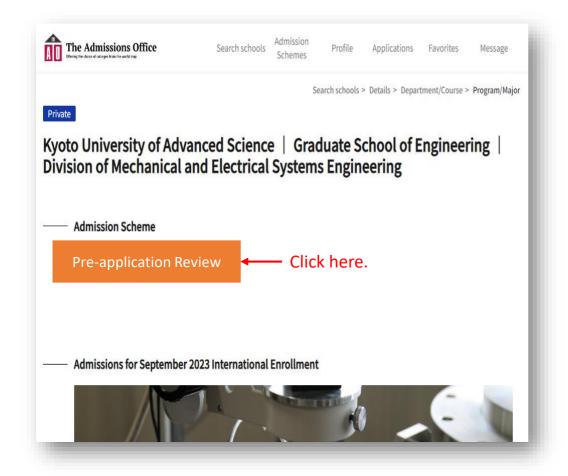


Please read the Application Guidelines and prepare the necessary documents.

The link to **The**Admissions Office (TAO) is located at the bottom of the Graduate
Application Page of the official KUAS website
(https://www.kuas.ac.jp/en/admission/grad/).

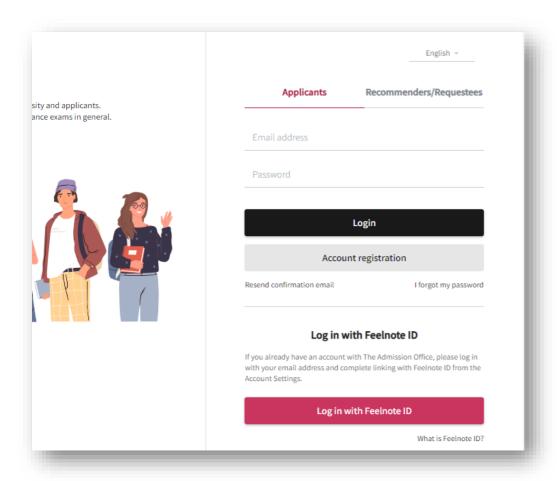


Select "Division of Mechanical and Electrical Systems Engineering" from the KUAS Graduate School of Engineering page on TAO.



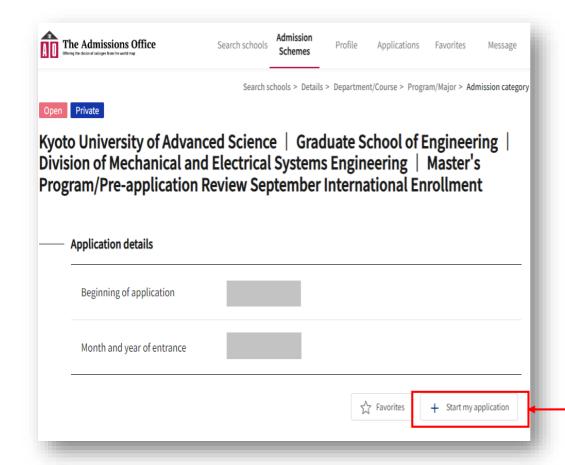
Please note that relevant links will only appear when application details are made available.

Click on the banner displayed here to enter the program of your choice.



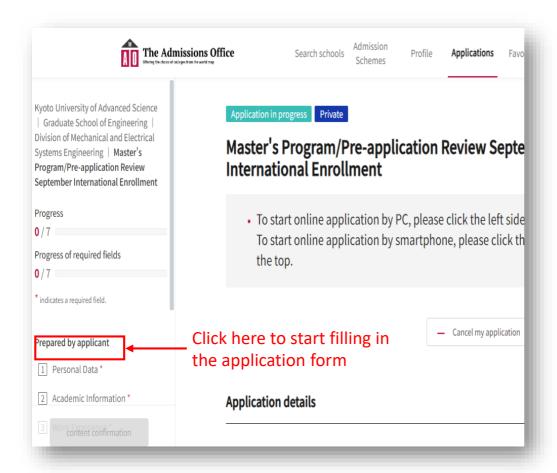
Please log in to TAO, or create an account if this is your first time using TAO.

If you have any questions about creating a TAO account, please refer to the help section here: https://admissions-office.net/en/faq/top

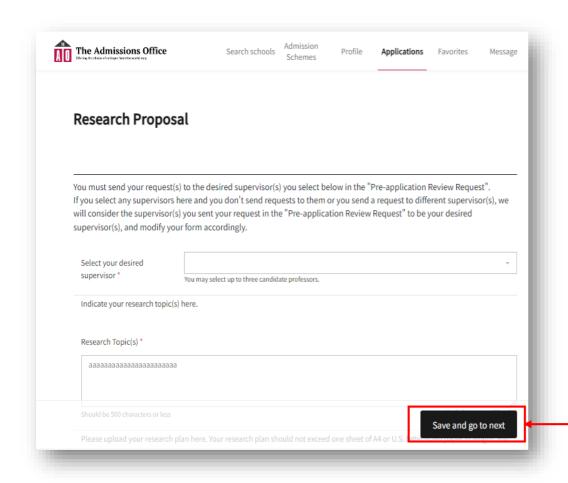


After logging in, click on the "Start my application" button. Note that this button is only displayed when applications are open.

Click here.

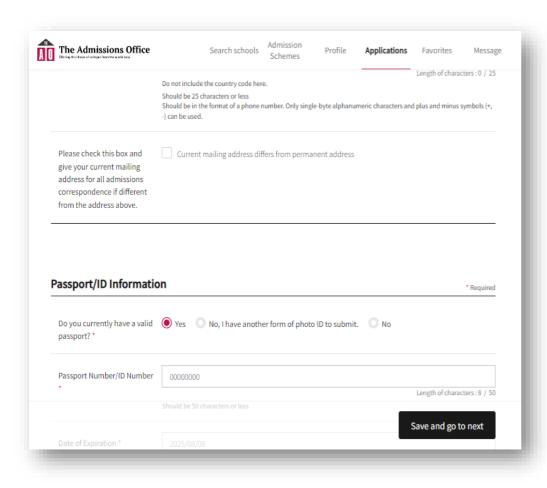


Click on "1 Personal Data" in the "Prepared by applicant" section on the left side of the screen and start filling in the form. Fields marked with an asterisk are required.



When you have finished typing, click "Save and go to next" to proceed to the next page.
You can save your progress after completing each page.
Note that pages cannot be saved if they are not complete.

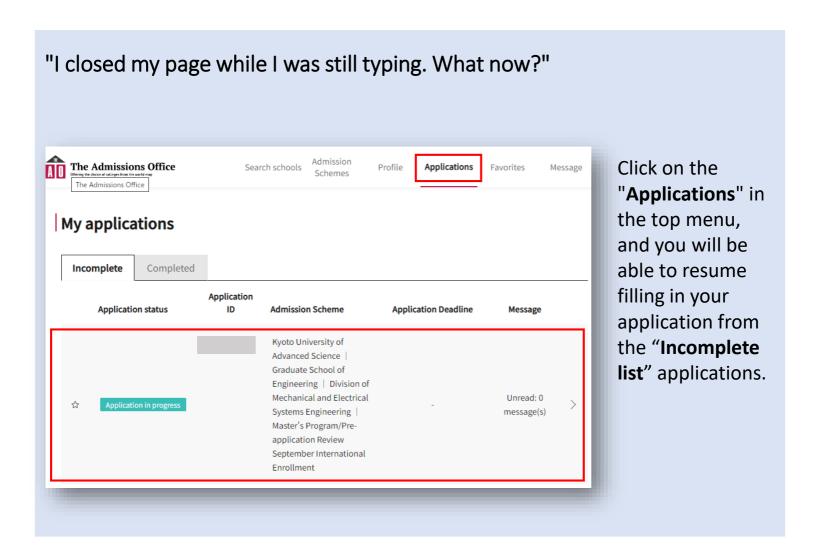
Click here.

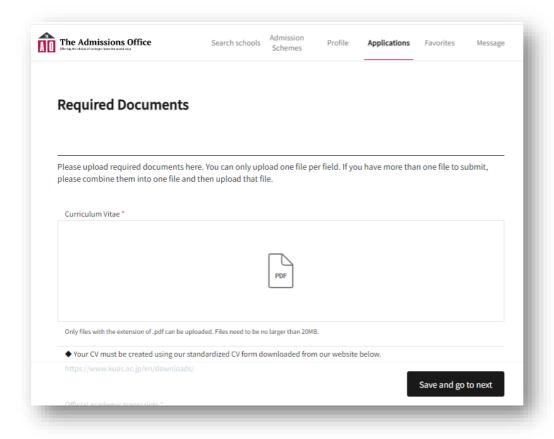


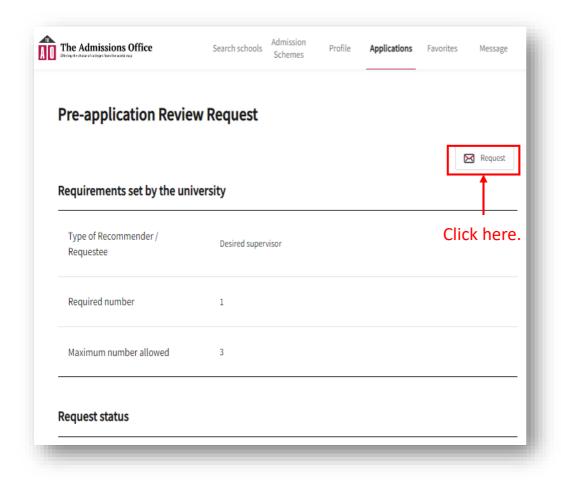
Fill in "② Academic Information", "③ Work Experience", and "④ Research Proposal". The list of professors can be found at: https://www.kuas.ac.jp/en/admission/grad-list/

You can select up to three professors as your potential research supervisors if you are a Master's Program Applicant, and only one if you are a Doctoral Program Applicant.

You may only upload one PDF file. If you have multiple research plans, please combine them into one PDF before uploading.





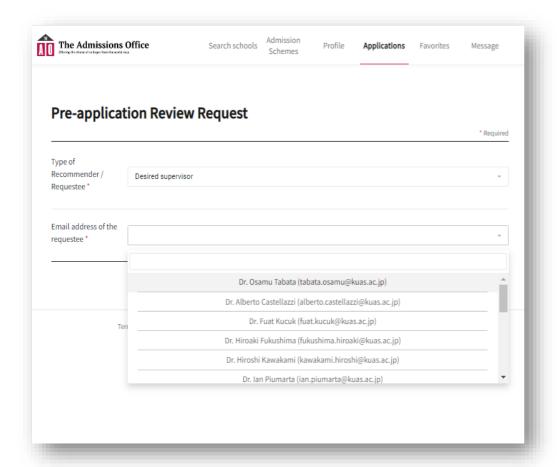


Upload your documents to "5 Required Documents" and fill in "6 Other Required Information".
Please use the format provided by KUAS (https://www.kuas.ac.jp/en/downloads/a-f/) to create the CV to be uploaded in the "Required Documents" section.

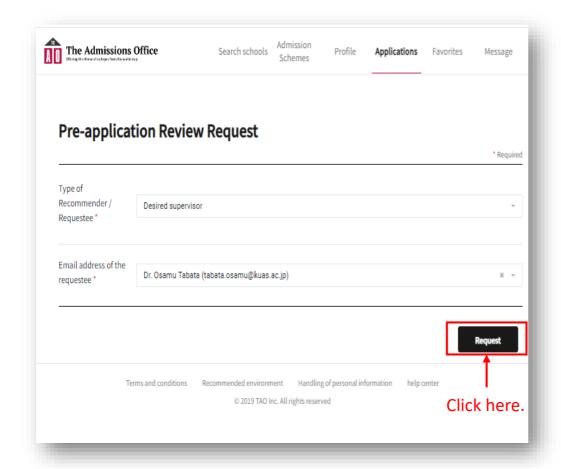
Again, only **one** PDF can be uploaded for each section, so please combine all files you want to upload into one PDF.

When you have finished entering everything in sections ① to ⑥, go to "Prepared by person other than applicant" section on the left-hand side of the screen and click on "⑦ Preapplication Review Request".

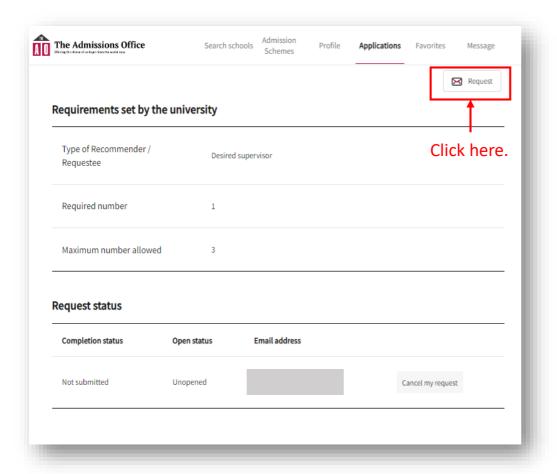
Then, click on "Request" in the upper right corner.



Please select the professor you wish to supervise you from the pull-down menu.
Be sure to select the same professor that you selected in "4 Research Proposal".

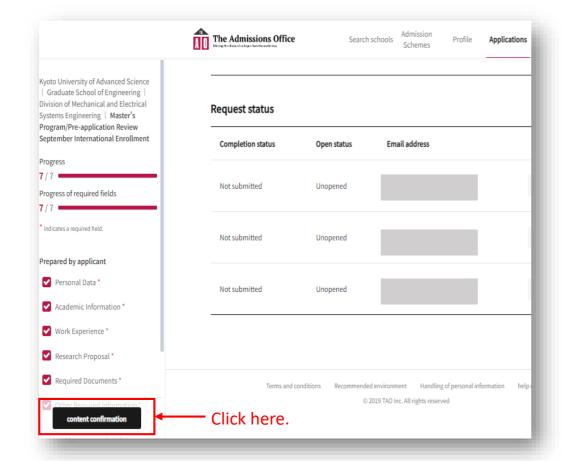


After you have selected your potential supervisor, click the "Request" button in the bottom right corner of the screen to send your request.

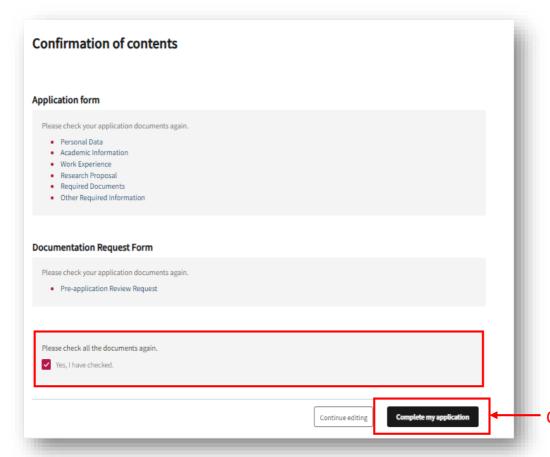


If there are more supervisor(s) that you would like to supervise you, after returning to this screen, click on "Request" again in the upper right corner and submit your request as you did for the first one.

Master's Program Applicants can select up to three professors. Doctoral Program Applicants can only select one professor.



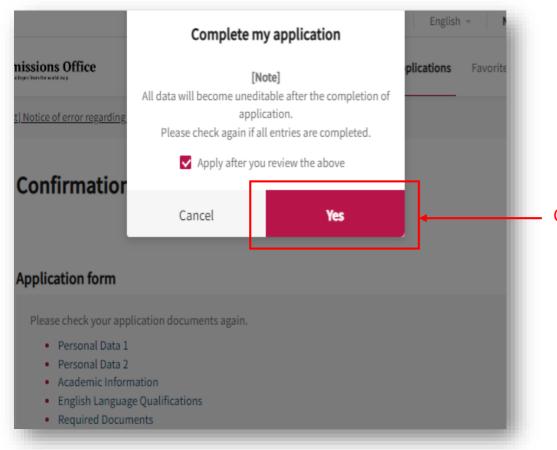
After completing the selection of your potential academic supervisor(s), click "content confirmation" on the bottom left of the screen.



Please verify
that the information you
have entered is correct,
check the box next to
"Yes, I have checked.",
and click "Complete my
application" on
the bottom right of the
screen to complete your
registration.

You will be notified the results after KUAS reviews your application.

Click here.



Please check the box next to "Apply after you review above.", and click "Yes"

Click here.