



**城西国際大学**  
JOSAI INTERNATIONAL UNIVERSITY

# **Admission for Spring 2026 Student Application Guidelines for the Japanese Studies Program**

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## **Important Notes for Entry/Completion**

- 1) Please read through the entire document thoroughly at the beginning. Then, carefully review the necessary sections again to ensure there are no mistakes or misunderstandings.
- 2) Please use a black ballpoint pen for any sections that require filling out in the application documents (pens that erase due to friction heat are not acceptable).  
Please do not fill in the fields marked with an asterisk (\*).

※In accordance with the enforcement of the Act on the Protection of Personal Information, our university is reviewing the methods of use and management of students' personal information within the institution and is making every effort to handle such information with the utmost care.

The information provided in the documents submitted for the entrance examination will be used as follows.

1. For the preparation of materials related to the entrance examination.
2. For various communications with successful applicants and admitted students.
3. For the purposes of student record management, academic guidance, and student support services after enrollment.
4. For the purpose of notifying the applicant's current or former school of entrance examination results, when necessary for educational purposes.

Please note that certain aspects of the above operations may be entrusted to external contractors. When doing so, we ensure that only those who maintain an adequate level of personal information protection are selected.

## Foundation Spirit, Educational Philosophy, The Purpose of the Japanese Studies Program, Admission Policy

### Foundation Spirit

Character building through learning

### Educational Philosophy

Developing an international character and mindset

### The Purpose of the Japanese Studies Program

The JIU Japanese Studies Program aims to cultivate a foundation of human resources who can contribute to the international community, and can contribute to the development of human culture at large, by providing training in Japanese language and Japanese culture to international students, while also offering interdisciplinary education for students to understand their relevance to other countries, in order to realize the founding spirit of Josai International University.

### Admission Policy

1. An individual who is able to envision the kind of person who will be needed in the international community in the future, as well as the person they aspire to become, and who takes initiative in learning in order to grow into such a figure.
2. An individual who can actively work toward solving problems while seeking the cooperation of others, and who is capable of engaging in mutual learning through collaborative efforts.
3. An individual who demonstrates interest and willingness to engage in life within different cultures and local communities, and who seeks to broaden and deepen their activities through mutual understanding with others.

### Admission Capacity and Program Duration

Course	Admission Capacity	Program Duration
Japanese Language Course	30 students	1year
Japanese Culture Course	10 students	1year

### Schedule

Type of Admission	Application Period (Documents must arrive by the deadline)	Screening	Announcement of Results	Deadline for Enrollment Procedures
Domestic 1 / Overseas 1	September 29 (Mon) – October 14 (Tue), 2025 Deadline for Email Pre-Application: September 22 (Mon)	November 1 (Sat)	November 11 (Tue)	November 25 (Tue)
Domestic 2 / Overseas 2	November 10 (Mon) – November 25 (Tue), 2025 Deadline for Email Pre-Application: November 3 (Mon)	December 13 (Sat)	December 23 (Sat)	January 7 (Wed), 2026
Domestic 3	February 5 (Thu) – February 18 (Wed), 2026 Deadline for Email Pre-Application: January 29 (Mon)	March 6 (Fri)	March 16 (Mon)	March 19 (Thu)

## Application Requirements

Applicants must meet all of the following requirements 1 to 6.

1. A foreign national (not a holder Japanese nationality) who meets any of the following conditions (a-d).
  - a. Individuals who have completed at least 12 years of education, either in Japan or abroad (including those expected to complete their education by March 2026), and whose total period of enrollment in junior and senior high schools under the Japanese educational system is less than 4 years.
  - b. Individuals who are equivalent to those described in (a), and who have graduated from, or are expected to graduate by March 2026 from, an upper secondary course at a specialized training college (senshu-gakko) that is at least three 3 years in length and meets other criteria established by the Minister of Education, Culture, Sports, Sciences and Technology (MEXT), provided that the course has been separately designated by the Minister and completed after the date specified by the Minister.
  - c. Individuals equivalent to those described in (a) who have passed the High School Equivalency Examination as defined by the regulations for the High School Equivalency Examination (including those who passed the former University Entrance Qualification Examination), or who are expected to pass by March 2026.
  - d. Those who, through an individual admissions eligibility screening at this university, are recognized as having academic ability equivalent to or higher than that of a high school graduate, and who will have reached the age of 18 by March 2026.  
\*This includes individuals who have completed a 12-year curriculum at an international school accredited by a recognized international accrediting organization — such as WASC, ACSI, or CIS — as well as those who have obtained an internationally recognized university entrance qualification, such as the International Baccalaureate, GCSE level, or Abitur, abroad.
2. Those who demonstrate sufficient academic motivation with the intention of enrolling at this university.
3. Individuals must have sufficient financial support to cover all expenses during their stay in Japan, including but not limited to tuition fees, travel costs, and living expenses.
4. Individuals currently enrolled at a Japanese language education institution in Japan are not eligible to apply if their period of enrollment exceeds one year at the time of admission to JIU's Japanese Study Program.
5. Individuals who have no record of having been denied a Certificate of Eligibility in the past.
6. Japanese Language Proficiency Requirements

Applications for the Japanese Language Course: Individuals must have obtained results from an official Japanese language test equivalent to JLPT N5, or possess equivalent Japanese language proficiency.

Applications for the Japanese Culture Course: Individuals must have obtained results from an official Japanese language test equivalent to JLPT N3, or possess equivalent Japanese language proficiency.

Note: The Japanese Computerized Adaptive Test (J-CAT) is not acceptable.

## Application Fee and Admission Procedures

### Application Fee

Transfer within Japan: 10,000 yen (Bank transfer fees are to be paid by the applicant)

Transfer from overseas: 15,500 yen (10,000 yen application fee + 5,500 yen for intermediary and receiving bank fees)

<Bank Name> Chiba Bank Ltd. Togane Branch SWIFT code: CHBAJPJT

<Beneficiary Account Number> 2 3 4 7 5 9 1

<Beneficiary Name> Josai International University

<Bank Address> 15-1 Higashi Iwasaki, Togane City, Chiba 283-0068 JAPAN TEL: +81-475-54-1151

## Admission Procedures

Step 1: Convert all application documents into a single PDF file (A4 size) in the specified order and submit it via email by the application deadline.

Submission email address: bekka@jiu.ac.jp

Step 2: After reviewing your submitted documents, we will inform you if there are any missing or incomplete items.

Step 3: Once you have confirmed the content of the email, please send the original application documents by EMS or registered mail.

<提出（送付）先／Submission Address>

城西国際大学 留学生別科事務室（Josai International University Japanese Studies Program Office）

〒283-8555 千葉県東金市求名（ぐみょう）1 番地（1 Gumyo, Togane City, Chiba 283-8555）

電話番号: 0475-55-8859（TEL: +81-475-8859）

## Application Documents

	Application Documents	Remarks
1	Application Form (Designated by the University, Form A)	Submit the completed Excel file via email by the deadline.
2	Physical Examination Certificate (University-designated Form B)	
3	Letter of Recommendation (University-designated Form C)	
4	Plan of Study or Research (University-designated Form D)	The form must be completed by the applicant in their own handwriting (in Japanese)
5	Letter of Guarantee and Financial Support (University-designated Form E)	To be filled out by the guarantor and financial sponsor in their own handwriting
6	Certificate of (Expected) Graduation (Original Document)	Submit the Certificate of Graduation (or Expected Graduation) and Transcript issued by the applicant's most recent educational institution.
7	Academic Transcript (Original Document)	
8	Certificate of Japanese Language Study History and Attendance Rate (Original Document)	•Certificate issued by the institution where Japanese language was studied.
9	Certificate or Score Report of an Official Japanese Language Proficiency Test	For applicants only. Japanese Computerized Adaptive Test (J-CAT) is not accepted.
10	Document(s) Certifying the Relationship Between the Applicant and the Guarantor/Financial Sponsor	•Submit certified copies of the Certificate of Residence and the Resident Registration. •Applicants from the People's Republic of China must submit a Notarial Certificate and a copy of the Household Register (Hukou).
11	Certificate of Employment of the Financial Sponsor (Original Document)	The certificate must include the period of employment, the official name of the company, its address, and telephone number.
12	Income Certificate of the Financial Sponsor (Original Document)	Income certificates for the past 3 years or more.
13	Bank Statement of the Financial Sponsor (Original Document)	•Submit the original savings balance certificate issued by the financial institution of the financial supporter. If the financial supporter is from the People's Republic of China, a certificated copy of a one-year-fixed-term deposit certificate is required. •Submit a copy of a bankbook or other official document that clearly shows the source of the funds indicated in the deposit certificate.
14	Passport Copy	•Submit a copy of all-pages.
15	Curriculum Vitae (CV)	The form must be completed by the applicant in their own handwriting (in Japanese)
16	Photo	5 photographs, taken within the last 3 months, size 4 cm by 3 cm.
17	Essay	Applicants for the Japanese Language Program must write at least 400 characters. Applicants for the Japanese Culture Program must write at least 800 characters.
18	Resident Record (Original Document)	Admission Type: Domestic applicants only.
19	Residence Card Copy	Admission Type: Domestic applicants only.
20	Payment Confirmation of Examination Fee	Documents confirming payment of the application fee. (Copies are acceptable).

\* Additional documents may be requested beyond the required application documents listed above, as necessary.

\* One copy of each application document is required for each selection process.

\* Application documents must be issued within three months prior to submission.

\* For documents written in languages other than Japanese or English, please attach a Japanese translation.

\* Changes or returns of submitted documents will not be accepted. However, original documents such as graduation certificates, which cannot be reissued, will be returned.

\* Please download the designated forms from the university's website at [www.jiu.ac.jp/bekka/admissions/](http://www.jiu.ac.jp/bekka/admissions/).

## Selection Procedures and Examination Venue

### Selection Procedures

1. Document Screening
2. Interview
3. Essay \*

\* Please choose one of the following three topics and write an essay.

Topic 1: 「私が興味を持っている日本の文化」

Topic 2: 「日本人に紹介したい私の国の文化」

Topic 3: 「私の趣味について」

Note: The essay must be written by the applicant themselves. If the language level is inconsistent with the applicant's Japanese proficiency, the essay will be considered invalid.

### Examination Venue

Chiba Togane Campus 1 Gumyo, Togane City, Chiba 283-8555

Note: The admission method for overseas applicants is online.

## Announcement of Results, Enrollment Procedures, Tuition and Fees Payment, Withdrawal from Admission

### Announcement of Results

Successful applicants will be mailed an acceptance letter and documents related to enrollment procedures. Applicants who are not accepted will also be notified. The reasons for the admission decision will not be disclosed.

### Enrollment Procedures

Please review the enrollment documents and complete the enrollment procedures by the deadline. If the enrollment procedures are not completed by the deadline, it will be considered as a withdrawal from admission.

### Tuition and Fees Payment

Details	Category	Amount (JPY)
Tuition	Admission Fee	¥150,000
	Tuition Fee	¥400,000
	Facility Maintenance Fee	¥100,000
Other Fees	Insurance Fee (Accident Insurance)	¥9,000
	Alumni Association Membership Fee	¥10,000
Total		¥669,000

Note: In addition to the above fees, textbook costs will be charged separately.

### Withdrawal from Admission

If you wish to withdraw from admission after completing the enrollment procedures, you must notify the Japanese Language Program Office by **1:00 p.m. on Thursday, March 19, 2026**.

The University will then send you the designated "Withdrawal from Admission Form." Please complete the required sections, **sign or affix your seal**, and return the form by email or other means.

If the completed form is **received by Thursday, March 26**, all fees **except for the non-refundable admission fee** will be refunded.

## Contact

Josai International University, Japanese Language Program Office

1 Gumyo, Togane city, Chiba 283-8555, Japan

TEL: +81-475-55-8859 | FAX: +81-475-53-2207

E-mail: [bekka@jiu.ac.jp](mailto:bekka@jiu.ac.jp)

