



Guidelines for Special Admissions

For returnees, graduates from schools for
foreign residents in Japan, and
international students

College of Liberal Arts

Tsuda University

Admission Policy

Students Tsuda University is looking for and the Philosophy of Tsuda University

Tsuda University seeks to foster “all-round women” who combine deep intelligence with well-rounded personalities, and who have the self-reliance necessary to contribute to society. Since its foundation, Tsuda University has produced women who demonstrate leadership with analytical insights backed up by solid, wide-ranging knowledge, as well as with practical skills. We are looking for students who sympathize with our founding philosophy, take an interest in various world issues, and are willing to learn with enthusiasm.

College of Liberal Arts

The college of Liberal Arts is looking for students with the knowledge and logical ability required to address various problems, as well as the creativity to express their own opinions in their own words. The educational philosophy of the Faculty of Liberal Arts emphasizes learning that encourages students to live freely as human beings, as well as respect for the individuality and autonomy of each student. In an age in which gender equality is sought, we are looking for women who can take the initiative in addressing wide-ranging, global issues, while contributing to both local and global communities.

Department of English

The Department of English seeks to develop individuals who can contribute to local and global communities using the advanced English skills that they have acquired, in addition to their broad knowledge and scholarship. A broad knowledge of the world, deep subject-area expertise, logical thinking, and general knowledge will be cultivated through learning in English. The program aims to improve our students' general command of English, boost their ability to analyze texts and think logically in specialized areas of research, and polish their power of expression. We seek students with an excellent command of language, a broad interest in global affairs, as well as an eagerness to contribute to society.

<Knowledge and Understanding>

An ability to read a wide variety of texts in depth, in both Japanese and English, is necessary in order to gain a broad understanding of the world. This ability will allow students to acquire a wide range of knowledge in the areas of geography, history, civics, and contemporary society, and it will enable them to explore language, culture, and society comprehensively in a world in which English is a dominant language. To provide background for this, the high school subjects “World History B” and “Japanese History B” are particularly important. In addition, students need to have the ability to analyze texts logically.

<Skills and Expression>

The fundamental tenet of a Liberal Arts education in the Department of English is the ability to construct one's ideas logically in both Japanese and English, and to express them accurately. In our classes that concentrate on learning in English, emphasis is placed on acquiring a comprehensive command of English reading, writing, speaking, listening skills and on developing a rich vocabulary and a mastery of grammar. The high school subjects of English and Japanese provide the basis that students need to further develop their reading skills and their ability to think through the use of language.

<Interest, Eagerness, and Attitude>

Students are expected to deepen their interest in a broad range of languages and cultures. They must also be prepared to understand and be open to different sets of values, and they must be eager to read about and acquire an extensive knowledge of languages and cultures. Moreover, students are required to undertake independent research in order to give presentations and participate actively in discussions in seminars.

Department of International and Cultural Studies

The Department of International and Cultural Studies seeks to nurture individuals who will be successful internationally based on broad knowledge backed by the mastery of English and a second foreign language. We focus on helping students develop the ability to identify issues through a deep interest in contemporary events, to organize and integrate a variety of information from their own viewpoints, and communicate or express themselves verbally. In particular, we want our students to be capable of examining issues from multiple perspectives and explaining their conclusions in their own words. Thus, we are looking for students who want to improve these abilities.

<Knowledge and Understanding>

It is important to have an adequate understanding of both world history and Japanese history in order to be able to examine things from a historical perspective. It is also essential to learn mathematics to support logical thinking.

<Skills and Expressions>

A command of the Japanese language is essential to interpret texts and express one's own ideas accurately. To take a prestigious and proven advanced English course after entering university, students are required to have acquired a firm understanding of English in high school.

<Interest, Eagerness, and Attitude>

It is important to be interested in a wide range of domestic and international events, be open-minded towards different cultures and backgrounds, have a daily habit of reading newspapers and books, think deeply, and be eager for rich experiences by meeting various people.

Department of International Cooperation and Multicultural Studies

The Department of Multicultural Studies / International Cooperation seeks to produce women with a strong sense of ownership and responsibility, who are capable of making a genuine contribution to various domestic or international problems that have arisen in the current era, based on an analysis of actual or current situation. Modern society contains a wide range of issues that need to be solved, including issues caused by social structures and cultural differences, and those related to global cooperation and international aid. We place emphasis on cultivating students' ability to take a novel approach to these issues, and ultimately realize a better symbiotic society through leveraging strong expertise and analytical skills. These skills are nurtured through basic seminars in freshman year, followed by fieldwork and three years of intensive seminars. Accordingly, we are looking for students who want to improve these skills.

<Knowledge and Understanding>

It is important to gain an adequate understanding of world history, which provides the foundation for understanding what is happening in the current world; of Japanese history to understand research field with historical perspectives; and of mathematics to build logical skills.

<Skills and Expression>

Competence in Japanese is essential to deal with a variety of issues, read with accuracy and in detail, and write, express, and communicate in your own language. To keep pace with the prestigious, high-standard English education offered by Tsuda, it is also important that you have acquired a solid, basic command of English in high school.

<Interest, Eagerness, and Attitude>

Students are expected to have a strong sense of ownership and responsibility with regard to how they ought to behave in each situation, an eagerness to take a leading role in facilitating change, a habit of reading books, an inclination for deep thinking, and an open attitude toward different experiences.

Department of Mathematics

The objective of the Department of Mathematics is to produce individuals who exercise sound judgment by applying the insights and way of thinking acquired through studying mathematics. In addition to basic subjects, specialized subjects, computer-related subjects, languages, and common subjects, small-group seminars will be offered in each school year. Specifically, beginning in sophomore year, several textbooks will be arranged so that students can choose their preferred seminars according to their own interests and concerns. Moreover, students will receive exercises while taking courses, to help them achieve mastery. A mathematical text is a type of narrative in which a story is constructed with the aim of achieving an end while constructing sequences. One of the department's goals is to help students realize this. To this end, students are obliged to submit graduation research on a theme of their choice in the second half of their senior year. The Department of Mathematics is looking for enthusiastic individuals who have the basic ability to understand, calculate, and apply, in addition to linguistic skills.

<Knowledge and Understanding>

Students must have an understanding of the contents of the following high school courses: "Mathematics I," "Mathematics II," "Mathematics III," "Mathematics A," and "Mathematics B".

<Skills and Expressions>

For students to pursue their studies effectively, they must be familiar with the basic operation of a computer, and have adequate Japanese language skills and the ability to think logically. Students are also required to master high school English fully in order to understand specialized books.

<Interest, Eagerness, and Attitude>

Students are expected to have respect for human rights and the personality of others, as well as international ways of thinking that allow them to assume leadership positions and work in collaboration with people from different backgrounds. Students are also expected to demonstrate interest in the mathematical structures inherent in various phenomena.

Department of Computer Science

The Department of Computer Science is looking for students who want to learn and undertake research in computer science in keeping with the founding spirit of Tsuda University. To learn computer science in the university, students are expected to have acquired solid basic academic skills in high school. English has become increasingly important as a lingua franca of a world where information is exchanged globally over the Internet. Mathematics is an important subject that lays the foundation for computer science. Please be sure to study the entire scope of learning prescribed in high school curriculum guidelines for both subjects. The university is "a place to learn together," and students are encouraged to respect each other's values, and value the spirit of study.

<Knowledge and Understanding>

Entrance examinations focusing on mathematics and English will be administered. With respect to mathematics, students must fully understand the contents of the high school courses "Mathematics I," "Mathematics II," "Mathematics III," "Mathematics A," and "Mathematics B." With respect to English, students must acquire the basic skills (reading, writing, speaking, and listening) within the scope expected by high school graduation.

<Skills and Expressions>

Japanese language skills are required for making presentations, participating in discussions, and writing papers. Students are also expected to have basic computer operating skills.

<Interest, Eagerness, and Attitude>

Three qualities that computer science professionals must have to work towards realizing a better society in the modern globalizing society are:

1. Aptness for technicians who are engaged in developing software as well as designing, implementing, and operating information systems.
2. A broad interest in computers, information technology, and systems in general, and an eagerness to set challenges for oneself and undertake them systematically.
3. Communication skills to build good relationships with many different people and collaborate with them.

Dates and Processes from Application to Enrollment

First application period	September 3 (Mon.)–14 (Fri.), 2018 (Applications must be received by this date.)	Please pay the entrance examination fee by bank transfer and send the application by registered mail, to be screened for eligibility.
Announcement of the results of the preliminary screening for eligibility	September 28 (Fri.), 2018	The applicant will be notified by express mail.
Second application period	October 1 (Mon.)–October 12 (Fri.), 2018 (Applications must be received by this date.)	Please pay the entrance examination fee by bank transfer and send the second application form by registered mail.
Examination date	October 27, 2018 (Sat.)	The examination will be held at our Kodaira Campus.
Announcement of examination results	November 6 (Tue.), 2018	The applicant will be notified by express mail. Those who pass the examination will also receive the school registration documents.
Deadline for school registration	November 20 (Tue.), 2018 (Documents must be postmarked by this date.)	Please pay the admission fees, academic fees, and other fees due by the deadline, and submit the school registration documents.

Departments and Quotas

Department of English : A few

Department of International and Cultural Studies: Five

(this quota includes returnees, students from schools for foreign residents in Japan, and international students)

Department of Mathematics: A few

Department of Computer Science: A few

Application Eligibility

<Returnees>

The applicant must be a woman who lives in Japan or who will return to Japan, has the ability to understand lectures (and classes) in Japanese, and meets at least one of the following requirements:

1. The applicant is a graduate or future graduate of an overseas high school
The applicant must have completed (less than two years prior to the date of enrollment) or be about to complete a 12-year formal school education program outside Japan.
The applicant must have been enrolled in an overseas school for at least two successive grades, including grade 12.

*If applying for the Department of International and Cultural Studies, schools in which education is provided as per the School Education Act in Japan will not be considered overseas schools.

2. The applicant is a graduate or future graduate of a high school in Japan
The applicant must have been educated abroad for two or more successive years in junior high or high school*, must have transferred to a high school in Japan after May 1, 2017, and must have graduated from the school or be expected to graduate in March 2019.

*If applying for the Department of International and Cultural Studies, the applicant must have been enrolled in an overseas school that follows the curriculum of the country for two or more years immediately before transferring to a high school in Japan.

3. The applicant is a person whom we recognize as having at least the same qualifications as outlined in requirements 1 or 2 above, and who will turn 18 by March 31, 2019.

<Applicant from a school for foreign residents in Japan>

The applicant must be a woman with a foreign citizenship who lives in Japan, has completed or is going to complete in March 2019 a 12-year school education program in an educational institution for foreign residents in Japan, and who will turn 18 by March 31, 2019.

<International students>

The applicant must be a woman who will come to Japan for the purpose of studying and who meets either requirement 1 and 2 below.

1. The applicant must have completed a 12-year formal school education program in her country of origin or a third country, or be going to complete it in March 2019 (or be a person whom we recognize as having at least the same qualifications as these), and who will turn 18 by March 31, 2019.

2. The applicant must have taken the tests designated by each department, as indicated below.

When applying for the Department of English, **both (1) and (2):**

- (1) The Japanese-Language Proficiency Test (N1)
- (2) Japan and the World, in the Examination for Japanese University Admission for International Students (The test can be taken in either Japanese or English.)

When applying for the Department of International and Cultural Studies, **either (1) or (2):**

- (1) The Japanese-Language Proficiency Test (N2)
- (2) Japanese AND Japan and the World, in the Examination for Japanese University Admission for International Students (The tests must be taken in Japanese.)

When applying for the Department of Mathematics:

- (1) The applicant does not have to take the Japanese-Language Proficiency Test.
- (2) It is not necessary to take the Examination for Japanese University Admission for International Students. However, if the applicant takes the test, she will be exempted from taking Mathematics, one of the examination subjects of Tsuda University's entrance exam for international student. The relevant examination subject of the Examination for Japanese University Admission for International Students is Mathematics (Course II). (The test can be taken in either Japanese or English.)

When applying for the Department of Computer Science:

- (1) The applicant does not have to take the Japanese-Language Proficiency Test.
- (2) It is not necessary to take the Examination for Japanese University Admission for International Students. However, if the applicant takes the test, she will be exempted from taking the Mathematics and Essay examination subjects of Tsuda University's entrance exam for international student. The relevant examination subjects of the Examination for Japanese University Admission for International Students are Japan and the World and Mathematics (Course II). (The test can be taken in either Japanese or English.)

* Examinees who have taken the Japanese-Language Proficiency Test must submit a copy of their score report.

** Examinees who have taken the Examination for Japanese University Admission for International Students must provide their examinee number for the Examination for Japanese University Admission for International Students in the application form.

<Contact information for the Japanese-Language Proficiency Test>
Japan Educational Exchanges and Services, Japanese-Language Proficiency Test Information Desk
TEL. 03-6686-2974

<Contact information for the Examination for Japanese University Admission for International Students>
Testing Division, Japan Student Services Organization TEL. 03-6407-7457

First Application (Screening for eligibility to take an entrance examination)

Application period: September 3 (Mon.) to 14 (Fri.), 2018 (Applications must be received by this date.)

Application materials: Please enclose the documents below in a designated envelope and send them by *kani kakitome* (registered express mail). Submission is acceptable only by mail. Registration at the college information desk is not permitted. Please fill out the application using a black ballpoint pen. Please do not use an erasable ballpoint pen.

〈Returnees〉

Please note that application materials required for returnees vary depending on the applicant's qualifications.

- (1) First application form (our designated form)
- (2) Transcripts from the last three years of high school through grade 12
Please make sure that the period of school attendance (date of entry) is specified.

In the case of application eligibility 1:

1. Transcripts covering the last three years of high school through grade 12;
2. a certificate of (expected) graduation or completion; and
3. materials explaining the curriculum of the final high school (e.g. school handbook, etc)

In the case of application eligibility 2:

1. A high school report (academic records from the last three years of high school through grade 12)

In the case of application eligibility 3:

1. Transcripts covering the last three years of high school through grade 12;
 2. proof that the applicant has at least the same qualifications as applicants with application eligibility 1 or 2; and
 3. materials explaining the curriculum of the final high school attended (e.g. school handbook, etc)
- (3) Letter of recommendation from a high school official (you can use either our designated form or a separate form)
 - (4) Document proving English proficiency
At least one of the following: A score report (less than two years old) for any of the following tests: TOEFL, TOEIC, IELTS, GTEC, CBT, TEAP (4 skills), or a certificate for the EIKEN Test in Practical English Proficiency (showing the CSE score).
 - With regard to a TOEFL or IELTS score report, please ask the testing organization to send it directly to the Planning and Public Relations Section, Admissions Office (TOEFL institution code 0371), or enclose the original score report together with the other application materials. If you wish to submit a copy of the score report, please present the original to the information desk of the Admissions Office in the Planning and Public Relations Section of Tsuda University before applying.
 - With regard to a TOEIC Official Score Certificate, please enclose a copy of the original certificate together with the other application materials.
 - Please enclose an original Proof of EIKEN Certification (showing the CSE score) for the EIKEN Test in Practical English Proficiency, and the original score report for GTEC, CBT, or TEAP (4 skills) along with the other application materials.

- (5) The bank transfer statement for the first application entrance examination fee (using our designated form(A))
- (6) Address label (using our designated form) listing the applicant's address or address of the guarantor, or a relative of the applicant in Japan if the applicant is outside Japan.

* If applying to the Department of English or the Department of International and Cultural Studies, please also submit the following:

- (7) Statement of purpose (using our designated form), describing in 1200 characters or less the applicant's motivation for applying to the department.

* Both handwritten and typed statements are allowed. For typed statements, the page format should be 30 lines, 40 characters per line, in 12-point font on A4 paper. Use the enclosed designated form or download one from our website (<http://www.tsuda.ac.jp/>).

※ If the applicant cannot submit one or more of the above materials by the deadline, please consult the Admissions Office in the Planning and Public Relations Section in advance.

〈Applicants from schools for foreign residents in Japan〉

- (1) The first application form (our designated form)
- (2) Transcripts covering the last three years of high school through grade 12
- (3) Certificate of (expected) graduation or completion, or its equivalent
- (4) Materials explaining the curriculum of the last high school attended (e.g. school handbook, etc)
- (5) A letter of recommendation from a high school official (you can use either our designated form or a separate form)
- (6) Document proving English proficiency
At least one of the following: A score report (less than 2 years old, from the testing date) for any one of the following tests: TOEFL, TOEIC, IELTS, GTEC, CBT, TEAP (4 skills), or a certificate for the EIKEN Test in Practical English Proficiency (showing the CSE score is indicated).
 - With regard to a TOEFL or IELTS score report, please ask the testing organization to send it directly to the Planning and Public Relations Section, Admissions Office (TOEFL institution code 0371), or enclose the original score report together with the other application materials. If you wish to submit a copy of the score report, please present the original to the information desk of the Admissions Office in the Planning and Public Relations Section of Tsuda University before applying.
 - With regard to the TOEIC Official Score Certificate, please enclose a copy of the original certificate together with the other application materials.
 - Please enclose an original Proof of EIKEN Certification (showing the CSE score is indicated) for the EIKEN Test in Practical English Proficiency, and an original score report for GTEC, CBT, or TEAP (4 skills) along with the other application materials.
- (7) Bank transfer statement for the first application entrance examination fee (using our designated form (A))
- (8) Address label (using our designated form)

* If applying to the Department of English or the Department of International and Cultural Studies, please submit:

- (9) Statement of purpose (using our designated form)
In this statement, please describe in 1200 characters or less your motivation for applying to the department.

* Both handwritten and typed statements are allowed. For typed statements, the page format should be 30 lines, 40 characters per line, in 12-point font on A4 paper. Use the enclosed designated form or download one from our website (<http://www.tsuda.ac.jp/>).

〈International students〉

- (1) The first application form (our designated form)
- (2) High school transcripts, including all academic records during your time at the school. If you transferred during high school, please submit transcripts from all of the high schools that you attended.
- (3) A certificate of (expected) graduation or completion
If you have graduated from a community college or a 4-year college, please also submit the graduation certificate of the community college or 4-year college.
- (4) Material explaining the curriculum of the last high school attended (e.g. school handbook, etc)
- (5) A letter of recommendation from a high school official (You can use either our designated form or a separate form: 1 copy)
- (6) Document proving English proficiency
At least one of the following: A score report (less than 2 years old, from the testing date) of any one of the following tests: TOEFL, TOEIC, IELTS, GTEC, CBT, TEAP (4 skills), or a certificate for the EIKEN Test in Practical English Proficiency (showing the CSE score is indicated).
 - Regarding a TOEFL or IELTS score report, please ask the testing organization to send it directly to the Planning and Public Relations Section, Admissions Office (TOEFL institution code 0371), or enclose the original score report together with the other application materials. If you wish to submit a copy of the score report, please present the original to the information desk of the Admissions Office in the Planning and Public Relations Section of Tsuda University before applying.
 - Regarding the TOEIC Official Score Certificate, please enclose a copy of the original certificate with the other application materials.
 - Please enclose an original Proof of EIKEN Certification (showing the CSE score is indicated) for the EIKEN Test in Practical English Proficiency, and an original score report for GTEC, CBT, or TEAP (4 skills) along with the other application materials.
- (7) The bank transfer statement for the first application entrance examination fee (using our designated form (A))
- (8) Address label (using our designated form) providing the applicant's address or, if the applicant is outside Japan, her guarantor's address in Japan
 - * If applying to the Department of English or the Department of International and Cultural Studies, please also submit:
- (9) Statement of purpose (using our designated form)
In this statement, please describe in 1200 characters or less your motivation for applying to the department.

* Both handwritten and typed statements are allowed. For typed statements, the page format should be 30 lines, 40 characters per line, in 12-point font on A4 paper. Use the enclosed designated form or download one from our website (<http://www.tsuda.ac.jp/>).

- (10) A copy of the score report for the Japanese-Language Proficiency Test (required for all applicants to the Department of English, as well as applicants to the Department of International and Cultural Studies who took the Japanese-Language Proficiency Test.)

Cautions for application submission

- * For application materials in a language other than Japanese or English, please attach a version translated into Japanese or English and certified by the relevant public institution (high school, embassy, etc.).
- * For all application materials, original copies must be submitted (except for the TOEIC Official Score Certificate and the score report of the Japanese-Language Proficiency Test). If you wish to submit a copy of an application document instead of the original document, please present the original to the Admissions Office in the Planning and Public Relations Section of Tsuda University before applying.

- ※ If you wish to receive special consideration during the examination due to illness or injury, please contact the Admissions Office in the Planning and Public Relations Section of Tsuda University as early as possible before applying.
- ※ Documents submitted for applications will not be returned.

Entrance examination fee : 10,000 yen

Please fill out the payment slip (using our designated form), and transfer the money through *denshin-atsukai* (wire-transfer). Please ensure that the receipt stamp has been affixed to the bank transfer statement (A) and submit it. Once the entrance examination fee has been received, no post-application reimbursement is possible.

Announcement of the results of preliminary screening for eligibility : September 28 (Fri), 2018

Applicants will be notified of the screening result by express mail. Candidates who are judged eligible to take the entrance examination will receive the second application form in the same envelope.

Second Application (Entrance examination and interview)

Application period:

October 1 (Mon)-October 12 (Fri), 2018 (applications must be received by this date)

Application materials : Second application form (our designated form)

After paying the entrance examination fee, attach your photo to the form, enclose it in a designated envelope, and send it to the Admissions Office in the Planning and Public Relations Section of Tsuda University using *kani kakitome* (registered express mail) to arrive by October 12 (Fri). Submission is acceptable by mail only; registration at the college information desk is not permitted. Please fill out the application using a black ballpoint pen; do not use an erasable ballpoint pen.

Entrance examination fee : 25,000 yen.

Please fill out the payment slip (using our designated form), and transfer the money through *denshin-atsukai* (wire-transfer). Please ensure that the receipt stamp has been affixed to the bank transfer statement before submitting it. Once the entrance examination fee has been received, no post-application reimbursement is possible.

Mailing of examination admission card: October 19 (Fri), 2018

The examination admission card will be mailed to all applicants simultaneously. If the applicant has not received the examination admission card by October 23 (Tue.), please contact the Admissions Office in the Planning and Public Relations Section of Tsuda University.

Selection method:

Comprehensive decision based on the entrance examination, interview, and application materials

Examination date : October 27 (Sat.),2018

Testing location:

Tsuda University (Kodaira Campus)

1. Please get the examination location information map at the Gatekeeper's Station (*Shueijo*) next to the main gate (*Seimon*).
2. You are not permitted to inspect the examination buildings before the examination date. However, you may visit the campus, as long as you do not enter the buildings.

Examination subjects, schedules, and subject details

〈Returnees; applicants from schools for foreign residents in Japan〉

Department of English	9:30-10:30 (60 min.)	11:30-
	Japanese (Essay)	Interview (including English conversation)

Department of International and Cultural Studies	9:00-10:00 (60 min.)	10:50-
	Japanese (Essay)	Interview

Department of Mathematics	9:00-11:00 (120 min.)	11:30-
	Mathematics*	Interview

Department of Computer Science	9:00-11:00 (120 min.)	11:30-
	Mathematics*	Interview

* The scope of the examination for mathematics is as follows: Mathematics I, Mathematics II, Mathematics III, Mathematics A (all), and Mathematics B (sequences, vectors)

〈International students〉

Department of English	9:30-10:30 (60 min.)	11:30-
	Japanese (Essay)	Interview (including English conversation)

Department of International and Cultural Studies	9:00-10:00 (60 min.)	10:50-
	Japanese (Essay)	Interview

Department of Mathematics	9:00-10:30 (90 min.)	11:00-
	Mathematics	Interview

Department of Computer Science	9:00-10:30 (90 min.)	10:50-11:30 (40 min.)	12:30-
	Mathematics	Essay (Japanese or English)	Interview

* If you apply to the Department of Mathematics or the Department of Computer Science, and have taken the Examination for Japanese University Admission for International Students, only an interview will be conducted.

Guidelines for taking an examination

1. Be sure to bring your examination admission card with you to the examination and place it on the upper right corner of the desk while you are in the examination room.
2. Applicants to the Department of International and Cultural Studies, the Department of Mathematics, and the Department of Computer Science must enter the designated examination room and be seated by 8:40 a.m. on the day of the examination. Applicants are allowed to enter the room from 8:00. Applicants to the Department of English must enter the designated examination room and be seated by 9:10 a.m. on the day of examination. Applicants are allowed to enter the room from 8:30.
3. Please use HB or B pencils or mechanical pencils to fill in the answer sheet. You can use erasers, but the use of rulers, compasses, pencil boards, or colored pencils is prohibited. The use of a calculator (including a watch equipped with a calculator) or a watch with dictionary features is prohibited.
4. Please leave all of your belongings other than your personal effects in a designated area while you are in the examination room. In addition, please turn off your mobile communication devices (mobile phone, etc.), and leave them with your belongings. You are not allowed to use your mobile phone as a watch. Since there is no clock in the examination room, please bring your wristwatch if needed.
5. You cannot take the examination if you are 30 or more minutes late.

Should you lose your examination admission card, please bring proof of payment of the entrance examination fee as well as your identification cards with you on the testing date, and notify the exam headquarters.

Announcement of application results : November 6 (Tue), 2018

We will notify applicants of their application result by express mail. Successful applicants will receive a letter of acceptance as well as documents related to the registration procedures. We try our best to have these delivered by the day of the results announcement. However, the delivery could be delayed to the next day.

Registration procedure : November 20 (Tue), 2018

(documents must be postmarked no later than this date)

Please remit the entrance registration fee, tuition fee, and other fees by the deadline specified above, and send in all documents related to the registration procedures.

Cautions concerning registration procedures

1. Please note that registration is not possible after the entrance registration deadline.
2. If a candidate should choose not to enroll, she must notify us of her decision by mail by April 1 (Mon.), 2019. If we receive this notification by this date, all academic fees (tuition and facility and equipment fees) and other fees, except for the entrance registration fee, will be reimbursed.

Academic Fees and Other Expenses (provisional)

The entrance registration fee, academic fees (tuition and facility and equipment fees), and other expenses for newly enrolled students in the 2019 academic year will be determined in early October.

(Currency: Yen)

Department	Payment to be received at entrance registration		Payment to be received by the end of October	First-year total
Department of English Department of International and Cultural Studies	Entrance registration fee	200,000	—	200,000
	Tuition	First semester 375,000	Second semester 375,000	750,000
	Facility and Equipment fees	First semester 125,000	Second semester 125,000	250,000
	Total	700,000	500,000	1,200,000
Department of Mathematics Department of Computer Science	Entrance registration fee	200,000	—	200,000
	Tuition	First semester 415,000	Second semester 415,000	830,000
	Facility and Equipment fees	First semester 140,000	Second semester 140,000	280,000
	Total	755,000	555,000	1,310,000

※ Academic fees (tuition and facility and equipment fees) from the sophomore year are as follows. From the sophomore year, tuition will increase gradually, by 10,000 yen each year.

	Sophomore	Junior	Senior
Department of English Department of International and Cultural Studies	760,000 yen	770,000 yen	780,000 yen
Department of Mathematics Department of Computer Science	840,000 yen	850,000 yen	860,000 yen

The facility and equipment fees will increase gradually from the sophomore year, by 3,000 yen each year.

	Sophomore	Junior	Senior
Department of English Department of International and Cultural Studies	253,000 yen	256,000 yen	259,000 yen
Department of Mathematics Department of Computer Science	283,000 yen	286,000 yen	289,000 yen

Other expenses

- (1) All students must enroll in Disaster and Accident Insurance for Student Education and Research (including Liability Insurance Coupled with *Gakkensai*), at a fee of 4,010 yen (as of the 2018 academic year) for four years (to be paid in the first year). Note also that Comprehensive Insurance for Students' Lives Coupled with *Gakkensai* is also optionally available.
- (2) The Tsuda University Alumnae Association Deposit is 50,000 yen (lifetime membership fee). The deposit is made in the first year and its interest is used for scholarships.

〈Teaching licenses〉

If you wish to obtain a teacher's license, you must pay the expenses below after enrolling:
teaching practice fee 11,000 yen, nursing practice fee 11,000 yen (as of the 2018 academic year)

Tuition fee waiver for privately funded international students

In the case of privately funded international students enrolled in one of our regular courses, if they apply in a designated manner and are approved, half of their tuition for the academic year for which they applied will be waived. However, you must meet certain conditions, such as having the required residence status (including cases where the status has changed from e.g. Dependent. to Student during the academic year) specified in Appended Table I of the Immigration Control and Refugee Recognition Act. To apply, please notify the Accounting Section in early April.

Scholarships for International Students (as of the 2017 academic year)

Off-campus scholarships for which students can apply at the recommendation of Tsuda University include the following:

- The International Student Acceptance Promotion Program MEXT International Student Study Promotion Grant
- Japanese government scholarships (domestic selection of state-funded international students)
- The Heiwa Nakajima Foundation Scholarship for Foreign Students in Japan
- The Kyoritsu International Foundation Scholarship
- The Rotary Yoneyama Memorial Foundation
- The Hasegawa International Scholarship Foundation
- The Sagawa International Students Scholarship Foundation (scholarships for privately funded international students)

For other scholarships, please refer to the Guidebook 2019.

※ For details about qualification requirements etc., please contact the Center for International Exchange at Tsuda University (TEL. 042-342-5164).

Handling of personal information

Tsuda University takes great care with the handling of personal information in keeping with the Act on the Protection of Personal Information. Your name, address, and other personal information that we receive during the application and enrollment procedures will be used solely for the purpose of holding an entrance examination (processing the application and testing), the announcement of application results, enrollment registration procedures, and other activities associated with these.

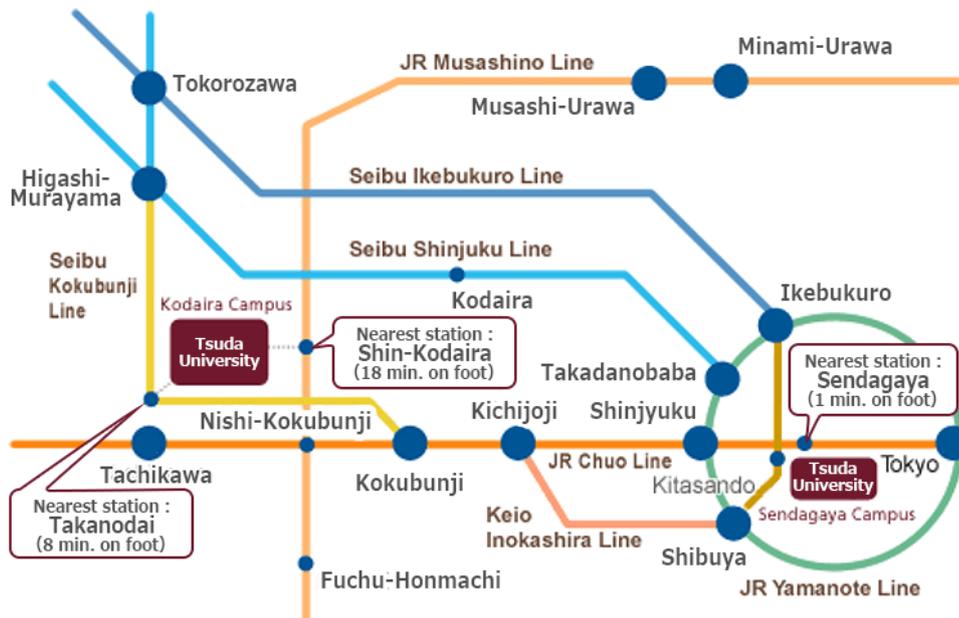
Note that personal information received during enrollment registration procedures will be provided to the Tsuda University Alumnae Association to facilitate the processing of the Tsuda University Alumnae Association Deposit.

Transportation guide to Kodaira Campus

- **JR Chuo Line:**
Transfer to the Seibu Kokubunji Line at Kokubunji Station and get off at Takanodai Station, about an 8-minute walk from the campus (approximately 65 minutes from Tokyo Station to the campus including the transfer time).
- **Seibu Shinjuku Line:**
Transfer to the Seibu Kokubunji Line at Higashimurayama Station and get off at Takanodai Station, about an 8-minute walk from the campus (approximately 60 minutes from Takadanobaba Station to the campus including the transfer time).
- **Seibu Ikebukuro Line:**
Transfer to the Seibu Shinjuku Line at Tokorozawa Station, and transfer again to the Seibu Kokubunji Line at the next stop, Higashi Murayama Station. Get off at Takanodai Station, about an 8-minute walk from the campus (approximately 60 minutes from Ikebukuro Station to the campus including transfer time).
- **JR Musashino Line:**
Get off at Shin Kodaira Station, about an 18-minute walk from the campus (approximately 45 minutes from Musashi Urawa Station to the campus).

Regarding accommodation during the examination period

- We do not offer accommodation advice. Please contact Tsuda University Co-op (TEL. 042-343-7073) or travel agencies directly.
- Convenient accommodation locations can be found along the JR Chuo (Shinjuku-Hachioji) and Seibu Shinjuku lines.



Tsuda University Admissions Office, Planning and Public Relations Section

〒187-8577

2-1-1 Tsuda-machi Kodaira city, Tokyo

TEL. 042-342-5120

(8:30-16:30 excluding Saturday, Sunday, and national holidays)

<http://www.tsuda.ac.jp/>