

Revised on August 1, 2022

2023 Academic Year

Guidelines for Special

Admissions

For Returnees
For Graduates from Schools for Foreign
Residents in Japan
For International Students

College of Liberal Arts

* Information that has changed from that provided in June 2022 as a consequence of the coronavirus pandemic is highlighted in red. Any changes to eligibility requirements will be announced on the official website (<https://www.tsuda.ac.jp/>). Please visit the site for the latest information.



津田塾大学

TSUDA UNIVERSITY

Admission Policy

Students Sought by Tsuda University 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 cultivated women who demonstrate leadership with analytical insights and practical skills backed up by solid, wide-ranging knowledge. 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 College 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. The program is based on learning a broad knowledge of the world through English. Deep subject-area expertise, logical thinking, and general knowledge will be cultivated by boosting the ability to analyze texts and think logically in specialized areas of research, polishing the power of expression, and learning English for the purpose of improving the general command of English. 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. Students are also required to have a wide range of knowledge in the areas of geography, history, civics, and contemporary society in order to explore language, culture, and society comprehensively in a world in which English is a dominant language. The high school subjects of “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 foundation 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, and listening skills, as well as 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 cultural problems. 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 and expertise. Moreover, students are required to undertake independent research in order to give presentations and participate actively in discussions in seminars.

<Thinking Ability and Judgement>

Students are expected to have the thinking ability needed to understand diverse aspects of the world,

identify various problems in language, cultures, and society, organize the collected information about the problems, and work out their own ideas from this. Furthermore, students are expected to share their own ideas with others depending on the purpose and situation, understand diverse ideas, and make judgements independently while interacting with others.

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, to examine issues from multiple perspectives, and to explain/discuss 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 issues from a historical perspective. It is also essential to understand mathematics to support logical thinking.

<Skills and Expression>

A command of the Japanese language is essential to interpret texts and express one's own ideas accurately. To be able to take our prestigious, proven, and high-standard English course after entering our 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.

<Thinking Ability and Judgement>

Students are required to have the ability to think deeply and flexibly, to search accurately for materials necessary for making a judgment, and to make judgments independently.

Department of International Cooperation and Multicultural Studies

The Department of International Cooperation and Multicultural Studies 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 situations. Modern society involves 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 emphasize cultivating students' ability to take a novel approach to these issues for a better symbiotic society by leveraging strong expertise and analytical skills. These skills are nurtured through basic seminars in the freshman year, followed by fieldwork from the second year, 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 that 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. The Department of Mathematics is looking for enthusiastic individuals who have the basic ability learned at high school to understand, calculate, and apply mathematics, in addition to linguistic skills.

<Knowledge and Understanding>

Students must understand the contents of Mathematics courses at the high school level.

<Skills and Expression>

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 work in collaboration with people from different backgrounds as a leader. Students are also expected to demonstrate interest in the mathematical structures inherent in various phenomena.

<Thinking Ability and Judgement>

Students are expected to understand basic definitions and how to derive formulas and to have the thinking and judgement abilities needed to answer questions appropriately.

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 at the university, students are expected to have acquired solid basic academic skills of English and mathematics 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 not only because mathematical knowledge is directly useful for computer science, but also because it lays the foundation for numerical and logical thinking that is essential for the subject. Both of these areas shall be covered in the entrance examination. And, the university is “a place to learn together.” Students are encouraged to respect each other’s values, and to value the spirit of study.

<Knowledge and Understanding>

Entrance examinations will be administered focusing on mathematics and English. For mathematics, students must fully understand the contents of Mathematics courses at the high school level. For English, students should have achieved basic proficiency in reading, writing, speaking, and listening at the high school level.

<Skills and Expression>

Japanese language skills are required for making presentations, participating in discussions, and writing papers.

<Interest, Eagerness, and Attitude>

In order to become computer science professionals contributing to a highly intelligent society where globalization is evolving, students are required to have the following two qualities:

1. An interest in technologies such as computers, and their practical application
2. Communication skills to build good relationships with many different people and collaborate with them

<Thinking Ability and Judgement>

Students are required to have the thinking and judgement abilities needed to think logically about problems and to solve them.

Dates and Procedures from Application to Enrollment

First application period	September 5 (Monday) to September 16 (Friday), 2022 (must be received by this date)	Please pay the entrance examination fee by bank transfer and send the application documents by mail. Applications will be screened for eligibility.
Announcement of Eligibility Screening Results	October 1 (Saturday), 2022	Applicants will be notified by mail. * Applicants who meet the eligibility criteria for the Department of Mathematics and the Department of Computer Science will also receive a preliminary test paper.
Second application period	October 3 (Monday) to October 14 (Friday), 2022 (must be received by this date)	Please pay the entrance examination fee by bank transfer and send the second application form by mail. * Applicants for the Department of Mathematics or the Department of Computer Science must enclose the completed answer sheet for their preliminary test paper.
Examination date	October 29 (Saturday), 2022	Conducted online
Results announcement date	November 8 (Tuesday), 2022	Applicants will be notified by express mail. Applicants who pass the examination will also receive enrollment registration documents.
Deadline for enrollment registration	November 21 (Monday), 2022 (Documents must be postmarked by this date)	Please pay the admission fee (amount equivalent to the enrollment fee), academic fees, and any other fees due by the deadline, and submit the enrollment registration documents.

* Before conducting the second-round selection examination online, we will conduct a preparatory communications test on October 22 (Saturday). Details will be provided individually.

Departments and Number of Students to be Admitted

Department of English:	A few students
Department of International and Cultural Studies:	5 students (the number of students to be admitted is the total number including returnees, graduates from schools for foreign residents in Japan, and international students)
Department of International Cooperation and Multicultural Studies:	A few students
Department of Mathematics:	A few students
Department of Computer Science:	A few students

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 must be 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 the final year.
(*If applying for the Department of International and Cultural Studies or Department of International Cooperation and Multicultural Studies, schools in which education is provided as per the School Education Act in Japan will not be considered overseas schools.)
2. The applicant must be 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, 2021, and must have graduated from the school or be expected to graduate in March 2023.
(*If applying for the Department of International and Cultural Studies or Department of International Cooperation and Multicultural 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 must be a person whom we recognize as having at least the same eligibility as outlined in requirements 1 or 2 above, and who will turn 18 by March 31, 2023.

<Graduates from Schools 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 2023 a 12-year school education program in an educational institution for foreign residents in Japan, and who will turn 18 by March 31, 2023.

<International students>

The applicant must be a woman who will come to Japan for the purpose of studying, or a woman who has never studied at a school in which education is provided as per the School Education Act in Japan, and who meets requirements 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 will complete such a program in March 2023, or be a person whom we recognize as having at least the same eligibility as these and will turn 18 by March 31, 2023.
2. The applicant must have taken the tests specified by each department, as indicated below.

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

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

* The result of the examination for Japanese University Admission for International Students is valid only for the exams conducted in November 2020, June 2021, November 2021, or June 2022.

Department	Test
Department of English	<u>Both (1) and (2)</u> (1) Japanese-Language Proficiency Test N2 or above (2) Japan and the World in the Examination for Japanese University Admission for International Students (The examination can be taken in either Japanese or English)
Department of International and Cultural Studies	<u>Either (1) or (2)</u> (1) Japanese-Language Proficiency Test N2 or above (2) Japanese AND Japan and the World in the Examination for Japanese University Admission for International Students (Tests must be taken in Japanese)
Department of International Cooperation and Multicultural Studies	<u>Either (1) or (2)</u> (1) Japanese-Language Proficiency Test N2 or above (2) Japanese AND Japan and the World in the Examination for Japanese University Admission for International Students (Tests must be taken in Japanese)
Department of Mathematics	<u>Both (1) and (2)</u> (1) Japanese-Language Proficiency Test N2 or above (2) Mathematics (Course II) in the Examination for Japanese University Admission for International Students (Test can be taken in either Japanese or English)
Department of Computer Science	<u>Both (1) and (2)</u> (1) Japanese-Language Proficiency Test N2 or above (2) Mathematics (Course II) in the Examination for Japanese University Admission for International Students (Test can be taken in either Japanese or English)

<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-round Selection (Screening for Examinee Eligibility)]

Application Period

September 5 (Monday) to September 16 (Friday), 2022 (**must be received by this date**)

* If special dispensation is required for taking the test due to illness, injury, or disability, please contact the Office of Admissions of Tsuda University as soon as possible before the application period. (Please understand that although every effort will be made, we may not be able to accommodate all requests.)

Application Method

Please download the specified application documents from our website (<https://www.tsuda.ac.jp/>) and print out all the forms, single-sided, on A4 paper.

If you cannot download the forms, contact the Office of Admissions (Tel. 042-342-5120).

Print out the [Application envelope cover] in color on an A4 sheet and attach the sheet to a *Kakugata*

2 (240 × 332 mm) envelope. Place all the application documents inside the envelope and send it using *kani-kakitome with sokutatsu* (simplified registered mail with express delivery). Do not place anything other than the application documents inside the envelope. Submissions are only accepted via mail. Applications are not accepted in person at the university.

Application Documents

- Please fill out the application documents using a black ballpoint pen. Do not use an erasable ballpoint pen.
- Please submit the paper-based originals of all application documents. (Except for the TOEIC Official Score Certificate and score report for 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 Tsuda University before applying. For original document verification, please contact the Office of Admissions.
- For application documents 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.). Translations certified by Japanese language schools are not acceptable.
- Submitted documents will not be returned.

<Returnees>

Please note that application documents required for returnees vary depending on the application eligibility.

* If you cannot submit any of the following documents by the deadline, please contact the Office of Admissions in advance.

(1) First application form [Form 1] * 2 sheets	<ul style="list-style-type: none"> - Please enter the address correctly onto the form, because documents such as the examination admission card and examination results will be sent to this address. (Only addresses in Japan can be entered.) - If the e-mail account you specify as your address in the form only permits reception of mail from designated addresses, please configure the account settings to accept incoming e-mail from @tsuda.ac.jp and @gm.tsuda.ac.jp. - In the telephone number field, please specify a telephone number at which you can receive a call on the day of the communications test and on the day of the examination.
(2) Transcripts covering the last three years of high school, including the final year ★ Please make sure that the high school attendance period (enrollment date) is specified on the transcript. ★ If the high school attendance period is not specified or cannot be confirmed on the document, please additionally submit a certificate showing the high school attendance period.	<p>The documents vary depending on application eligibility, therefore check the following carefully.</p> <p><In the Case of Application Eligibility 1></p> <ol style="list-style-type: none"> 1) Transcripts covering the last three years of high school, including the final year 2) A certificate of graduation or (expected) completion <p><In the Case of Application Eligibility 2></p> <ol style="list-style-type: none"> 1) A report from the applicant's high school (results from the last three years of high school, including the final year) <p><In the Case of Application Eligibility 3></p> <ol style="list-style-type: none"> 1) Transcripts covering the last three years of high school, including the final year 2) Proof of eligibility at least equivalent to Application Eligibility 1 or 2
(3) Letter of recommendation from a high school official [Form 2]	1 set (Form specified by Tsuda University. Other forms may also be used. However, do not use the forms of other universities.)
(4) Document certifying English proficiency	Refer to the table “* Documents for Certifying English Proficiency” on page 10 and submit at least one document.
(5) Bank transfer statement for first application entrance examination fee (A) [Form 3]	Transfer the examination fee at the bank counter and submit (A). * Transfer via an ATM, internet banking, or Japan Post Bank is not allowed.

(6) Statement of purpose [Form 4]	In 1200 characters or less, describe your motivation for applying to your choice of department. * Your submission may be handwritten or typed on a PC. When using a PC, the page format should be 30 lines, 40 characters per line, 12-point font and A4 size.
(7) Application document check list [Form 5]	Mark a circle (○) in the submission check field for each document to be submitted, and submit the completed check list.

<Graduates from Schools for Foreign Residents in Japan>

(1) First application form [Form 1] * 2 sheets	<ul style="list-style-type: none"> - Please enter the address correctly onto the form, because documents such as the examination admission card and examination results will be sent to this address. (Only addresses in Japan can be entered.) - If the e-mail account you specify as your address in the form only permits reception of mail from designated addresses, please configure the account settings to accept incoming e-mail from @tsuda.ac.jp and @gm.tsuda.ac.jp. - In the telephone number field, please specify a telephone number at which you can receive a call on the day of the communications test and on the day of the examination.
(2) Transcripts covering the last three years of high school, including the final year	
(3) A certificate of graduation or (expected) completion, or an equivalent document	
(4) Letter of recommendation from a high school official [Form 2]	1 set (Form specified by Tsuda University. Other forms may also be used. However, do not use the forms of other universities.)
(5) Document certifying English proficiency	Refer to the table “* Documents for Certifying English Proficiency” on page 10 and submit at least one document.
(6) Bank transfer statement for first application entrance examination fee (A) [Form 3]	Transfer the examination fee at the bank counter and submit (A). * Transfer via an ATM, internet banking, or Japan Post Bank is not allowed.
(7) Statement of purpose [Form 4]	In 1200 characters or less, describe your motivation for applying to your choice of department. * Your submission may be handwritten or typed on a PC. When using a PC, the page format should be 30 lines, 40 characters per line, 12-point font and A4 size.
(8) Application document check list [Form 5]	Mark a circle (○) in the submission check field for each document to be submitted, and submit the completed check list.

<International students>

(1) First application form [Form 1] * 2 sheets	<ul style="list-style-type: none"> - Please enter the address correctly onto the form, because documents such as the examination admission card and examination results will be sent to this address. (Only addresses in Japan can be entered.) - If the e-mail account you specify as your address in the form only permits reception of mail from designated addresses, please configure the account settings to accept incoming e-mail from @tsuda.ac.jp and @gm.tsuda.ac.jp. - In the telephone number field, please specify a telephone number at which you can receive a call on the day of the communications test and on the day of the examination.
(2) Transcripts from applicant's high school	Document showing all results while attending the high school If you changed schools, please submit documents from all the high schools you attended.

(3) Certificate of graduation from the applicant's high school or certificate of expected graduation	If you have graduated from a junior college or university, please also submit a certificate of graduation from that institution.
(4) Documents explaining the curriculum of the applicant's high school (school handbook, etc.)	
(5) Letter of recommendation from an official at the applicant's high school [Form 2]	1 set (Form specified by Tsuda University. Other forms may also be used. However, do not use the forms of other universities.)
(6) Document certifying English proficiency	Refer to the table “* Documents for Certifying English Proficiency” on page 10 and submit at least one document.
(7) Bank transfer statement for first application entrance examination fee (A) [Form 3]	Transfer the examination fee at the bank counter and submit (A). * Transfer via an ATM, internet banking, or Japan Post Bank is not allowed.
(8) Statement of purpose [Form 4]	In 1200 characters or less, describe your motivation for applying to your choice of department. * Your submission may be handwritten or typed on a PC. When using a PC, the page format should be 30 lines, 40 characters per line, 12-point font and A4 size.
(9) A copy of the certificate of the Japanese-Language Proficiency Test	If you are applying to the Department of English, Mathematics, or Computer Science, please be sure to submit your copy of this certificate. Those who are applying for the Department of International and Cultural Studies, and the Department of International Cooperation and Multicultural Studies must submit the certificate only if they have taken the Japanese-Language Proficiency Test.
(10) Documents certifying the attendance period at the applicant's elementary school and junior high school * Only for Japanese nationality applicants	* If you changed schools, please submit documents certifying your attendance period from all the schools you attended.
(11) A copy of your passport	Provide an A4 page showing a copy of your passport details (name, date of birth, photograph, nationality, and passport expiry date). If you have dual citizenship, provide copies of both passports.
(12) Application document check list [Form 5]	Mark a circle (○) in the submission check field for each document to be submitted, and submit the completed check list.

*** Documents for Certifying English Proficiency**

Referring to the following table, submit the specified documents.

Note that, for tests other than the EIKEN Test in Practical English Proficiency, only certificates for tests taken since April 1, 2020, are accepted.

If the certificate will be sent directly from the testing organization to Tsuda University, please perform in advance to allow sufficient time.

Test name	Documents to be submitted and submission method
TOEFL (*1)	Submit the original score certificate with one of the following methods. - Ask the testing organization to send the score certificate directly to the Office of Admissions of Tsuda University (TOEFL institution code 0371) - Send the original score certificate together with the application documents (If you want to submit a copy of the score certificate, please present the original to the Office of Admissions of Tsuda University before applying.)
TOEIC (*2)	Send a copy of the original Official Score Certificate together with the application documents.
IELTS (*3)	Submit the original score certificate with one of the following methods. - Ask the testing organization to send the score certificate directly to the Office of Admissions of Tsuda University - Send the original score certificate together with the application documents (If you want to submit a copy of the score certificate, please present the original to the Office of Admissions of Tsuda University before applying.)
GTEC (*4)	Send the original score certificate together with the application documents.
TEAP (4 skills) TEAP CBT	Send the original score certificate together with the application documents.
Test in Practical English Proficiency (EIKEN) (*5)	Submit the original results certificate (indicating the CSE score) or the original CSE score certificate together with the application documents.

- (*1) For TOEFL iBT®, the Test Date score only is used. The MyBest™ score is not used. TOEFL iBT® Home Edition and TOEFL iBT® Special Home Edition are included.
- (*2) Applications with a TOEIC® Speaking&Writing score only will not be accepted.
- (*3) For Academic Module only. Computer-delivered IELTS is included. IELTS Indicator is not included.
- (*4) CBT type only.
- (*5) CBT, S-CBT, and S-Interview are included.

Entrance Examination Fee

10,000 yen

Fill out the required items on the bank transfer slip (using our specified form) and transfer the money using *denshin-atsukai* (wire transfer) at the bank counter.

* Transfer via an ATM, internet banking, or Japan Post Bank is not allowed.

Once the entrance examination fee has been paid, it cannot be reimbursed. The only exceptions are described under “Reimbursement of Entrance Examination Fee” below.

Reimbursement of Entrance Examination Fee

Reimbursement of the entrance examination fee will only be provided when either of the “1. Reasons for entrance examination fee reimbursement” below apply, and the request is made via the “2. Procedure method” and is accepted.

1. Reasons for entrance examination fee reimbursement
 - 1) The entrance examination fee has been paid but the application documents were not submitted.
 - 2) The entrance examination fee has been paid and the application documents were submitted, but the application was not accepted.
2. Procedure method

To apply for reimbursement, contact the Office of Admissions of Tsuda University (Tel. 042-342-5120). You will be sent the entrance examination fee reimbursement application form. Please mail the following documents by *kani-kakitome* (simplified registered mail) to the Office of Admissions by November 25 (Friday), 2022 (must be received by this date).

 - 1) Entrance examination fee reimbursement application form (enter the required items on the specified form)
 - 2) A copy of the entrance examination fee bank transfer receipt
3. Reimbursement date

End of December 2022 (provisional)

Exemption of Entrance Examination Fee for Applicants from Disaster Zones

To maximize the opportunity for applicants from areas that have suffered natural disasters to continue their education, Tsuda University may exempt such applicants from the entrance examination fee, depending on the severity of damage.

Any such exemptions from the entrance examination fee will be announced on the university’s website (<https://www.tsuda.ac.jp/>), therefore check the website for information.

Announcement of Eligibility Screening Results

October 1 (Saturday), 2022

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

* Applicants who meet the eligibility criteria for the Department of Mathematics and the Department of Computer Science will also receive a preliminary test paper.

[Second-round selection]

Application Period

October 3 (Monday) to October 14 (Friday), 2022 (**must be received by this date**)

Application Documents

Second application form (using our specified form)

After paying the entrance examination fee, attach a photo of yourself (4 cm × 3 cm, no hat, upper body, front facing, taken within 3 months of the examination date, no photo editing allowed, no snapshots allowed, write your name on the back of the photo) to the specified area on the form and put the form into the specified envelope. Send the form to the Office of Admissions of Tsuda University by *kani-kakitome with sokutatsu* (simplified registered mail with express delivery), making sure it arrives by October 14 (Friday). Submissions are only accepted via mail. Applications are not accepted in person at the university.

Please fill out the application documents using a black ballpoint pen. Do not use an erasable ballpoint pen.

*** Applicants for the Department of Mathematics or the Department of Computer Science must also enclose their answer sheet for the preliminary test paper along with the second application form.**

Entrance Examination Fee

25,000 yen

Fill out the required items on the bank transfer slip (using our specified form) and transfer the money using *denshin-atsukai* (wire transfer) at the bank counter.

* Transfer via an ATM, internet banking, or Japan Post Bank is not allowed.

Once the entrance examination fee has been paid, it cannot be reimbursed. The only exceptions are described under "Reimbursement of Entrance Examination Fee" on page 11.

Mailing of Examination Admission Card

October 17 (Monday), 2022

The examination admission cards will be mailed to applicants at the same time. The actual date on mailing may vary somewhat.

If your examination admission card has not arrived by **October 20 (Thursday)**, please contact the Office of Admissions of Tsuda University **on October 21 (Friday)**.

[How to carry out the second-round selection] * Conducted online.

- The second-round selection will be done online.
- A preparatory communications test will be conducted in advance of the day of examination to check the communication environment.

Communications Test Date

October 22 (Saturday), 2022

- Please be sure to join the communications test. Details such as the specific time will be announced individually.
- Please join the communications test in the same environment (room, communication method, equipment, etc.) as on the day of the examination.
- Please follow the "Guidelines for Taking Examinations (including Communications Test)" described below.

Examination date

October 29 (Saturday), 2022

Selection Method

<Returnees or Graduates from Schools for Foreign Residents in Japan>

Department of English	Duration of examination: 100 minutes *1	—
	English *2, Japanese (essay)	Interview: Includes question and answer sessions in English and Japanese (essay)
Department of International and Cultural Studies	Interview: Reasons for wanting to attend Tsuda University, aspirations for the future, and Japanese proficiency (including writing and speaking proficiency)	
Department of International Cooperation and Multicultural Studies	Interview: Reasons for wanting to attend Tsuda University, aspirations for the future, and Japanese proficiency (including writing and speaking proficiency)	
Department of Mathematics	Interview: Oral examination on your submitted test. Subject matter includes Mathematics I, Mathematics II, Mathematics III, Mathematics A (all topics), and Mathematics B (series and vectors).	
Department of Computer Science	Interview: Oral examination on your submitted test. Subject matter includes Mathematics I, Mathematics II, Mathematics III, Mathematics A (all topics), and Mathematics B (series and vectors).	

*1 You are free to allocate time and choose which order to answer the English and Japanese (essay) sections of the examination as you wish.

*2 English: Reading English text and answering questions in Japanese and English

<International students>

Department of English	Duration of examination: 60 minutes	—
	Japanese (essay)	Interview: Includes an English conversation and a question and answer session in Japanese (essay)
Department of International and Cultural Studies	Interview: Reasons for wanting to attend Tsuda University, aspirations for the future, and Japanese proficiency (including writing and speaking proficiency)	
Department of International Cooperation and Multicultural Studies	Interview: Reasons for wanting to attend Tsuda University, aspirations for the future, and Japanese proficiency (including writing and speaking proficiency)	
Department of Mathematics	Interview: Oral examination on your submitted test.	
Department of Computer Science	Interview: Oral examination on your submitted test.	

Guidelines for Taking Examinations (including Communications Test)

1. The web conferencing system "Zoom" will be used both on the day of the communications test and the day of the examination.
2. Please ensure you have access to the Internet for videoconferencing. Please make sure you perform a communications test beforehand to ensure that this works reliably.
3. Details of the date and time of the communications test, the examination timetable, and the way of connecting to "Zoom" will be provided to you.
4. Please prepare the equipment needed for videoconferencing yourself—a device equipped with a web camera and microphone. Use of a PC with earphones or headphones is recommended.
5. If you use mobile communication, please check your phone plan and data communication usage in advance so that the video call will not be interrupted during the communications test and the examination due to reaching the data cap.
6. Please sit the examination in a private room and ensure that nobody else is in the same room.
7. Please use the same room, communication method, and equipment, etc., for both the examination and the communications test conducted beforehand. In the event that you cannot take the examination in the same environment, please contact the Office of Admissions (E-mail: nyushi@tsuda.ac.jp) as early as possible.
8. In the event of an interruption to communications or other such problem, telephone contact may be made. In your application form, please provide a telephone number where you can be contacted during the communications test and examination.
9. To ensure that the examination is conducted fairly, the university will make video recordings on the dates of the communications test and examination. (This recording will only be used for the purpose of checking the examination and not for any other purpose.) Furthermore, taking any kind of still image, making an audio recording, or video recording, or streaming by the examinee is prohibited. Making posts on social media regarding the test contents is also prohibited.
10. Please follow all instructions given by the supervisor during the examination.
11. In the event that communication failure not attributable to the examinee occurs on the day of the examination and the continuation becomes impossible, the examination may be postponed until later on the day or moved back a day (to the day after the original examination day).

Action for Conducting the Entrance Examination

Please understand that the following actions may be taken when conducting the entrance examination.

1. Incidents due to force majeure
In the case of natural disasters such as blizzards, earthquake, tsunami, typhoons, or flooding; or fires, power failures, the outbreak of infectious diseases such as new-type influenza, or other incidents due to force majeure, action such as moving back the start times of the examinations or delaying the examinations may be taken. (If the examination start times are moved back, the final end time will also be changed, and the break times may be adjusted to ensure enough time for the examinations in case of the examination with break times.) However, note that Tsuda University takes no responsibility for any resultant costs or personal damage.
2. Contacting examinees
In principle, examinees will be contacted regarding actions taken as described in 1. above via the Tsuda university website. <https://www.tsuda.ac.jp/>
3. Supplementary examinations, etc.
Please pay attention to your personal health on the day of the examination. There will be no opportunity to sit a supplementary examination nor will the entrance examination fee be reimbursed.
4. Other cautions
If Tsuda University judges that the entrance examination or results announcement cannot take place on the scheduled date due to unforeseen reasons, such actions may be delayed. Please note that in principle, Tsuda University is not responsible for any resultant personal damage to examinees.

Prohibited Behavior

Please follow all instructions of the proctor when taking the examination. The following shall be considered to be prohibited behavior.

- 1) Forgeries, false statements or plagiarism found in documents or other materials submitted to Tsuda University during application
- 2) A person other than the examinee pretends to be the examinee and takes the examination
- 3) Any other behavior that impairs the fairness of the examination

If prohibited behavior is discovered, the examinee will be banned from taking any other examinations at Tsuda University and the results of all entrance examinations taken that year will be invalidated. Furthermore, there shall be no reimbursement of entrance examination fees.

Results Announcement

November 8 (Tuesday), 2022

Applicants will be notified of the examination results by express mail. Applicants who passed the examination will be sent the results notification card and the enrollment registration documents.

We will try to send the results to arrive on the results announcement date, but they may arrive the next day.

Enrollment Registration

November 21 (Monday), 2022 (documents must be postmarked by this date)

Please transfer the admission fee (amount equivalent to the enrollment fee), academic fees and any other fee, and mail the enrollment registration documents by the deadline above.

Cautions for enrollment registration

1. Please note that enrollment will not be accepted after the deadline for enrollment registration.
2. If we receive notification before March 31 (Friday), 2023 (must be received by this date) that the student has decided not to enroll, the academic fees (tuition and facilities and equipment fees) and other fees will be reimbursed, while the admission fee will not be reimbursed.

Academic Fees and Other Fees (Provisional)

The enrollment fee, academic fees (tuition and facilities and equipment fees), and other fees for newly enrolled students in the 2023 academic year will be determined in early October.

[College of Liberal Arts]

(Currency: Yen)

Department	Payment to be received at enrollment registration		Payment to be received by the end of October	First-year total
Department of English	Enrollment Fee	200,000	---	200,000
	Tuition	First semester: 375,000	Second semester: 375,000	750,000
Department of International and Cultural Studies	Facilities and Equipment Fee	First semester: 125,000	Second semester: 125,000	250,000
	Total	700,000	500,000	1,200,000
Department of International Cooperation and Multicultural Studies	Enrollment Fee	200,000	---	200,000
	Tuition	First semester: 400,000	Second semester: 400,000	800,000
	Facilities and Equipment Fee	First semester: 140,000	Second semester: 140,000	280,000
	Total	740,000	540,000	1,280,000
Department of Mathematics	Enrollment Fee	200,000	---	200,000
	Tuition	First semester: 415,000	Second semester: 415,000	830,000
Department of Computer Science	Facilities and Equipment Fee	First semester: 140,000	Second semester: 140,000	280,000
	Total	755,000	555,000	1,310,000

* The academic fees (tuition and facilities and equipment fees) from the sophomore year are as follows.

Tuition increases gradually by 10,000 yen each year from the sophomore year.

Department of English, Department of International and Cultural Studies

Sophomore: 760,000 yen, Junior: 770,000 yen, Senior: 780,000 yen

Department of International Cooperation and Multicultural Studies

Sophomore: 810,000 yen, Junior: 820,000 yen, Senior: 830,000 yen

Department of Mathematics, Department of Computer Science

Sophomore: 840,000 yen, Junior: 850,000 yen, Senior: 860,000 yen

The facilities and equipment fee increases gradually by 3,000 yen each year from the sophomore year.

Department of English, Department of International and Cultural Studies

Sophomore: 253,000 yen, Junior: 256,000 yen, Senior: 259,000 yen

Department of International Cooperation and Multicultural Studies

Sophomore: 283,000 yen, Junior: 286,000 yen, Senior: 289,000 yen

Department of Mathematics, Department of Computer Science

Sophomore: 283,000 yen, Junior: 286,000 yen, Senior: 289,000 yen

* The Department of Computer Science requires all students to have a laptop specified by Tsuda University, which is necessary for learning. In principle, the purchase of the laptop will be made through the university. The laptop must be paid by the end of March 2023 for (approximately 180,000 yen). The students will receive the laptop on or after April 1, 2023. Details will be provided in the announcement regarding the entrance ceremony, etc., that will be sent in early March.

Other fees

(1) Disaster and Accident Insurance for Student Education and Research

The Disaster and Accident Insurance for Student Education and Research (including liability insurance) must be paid in the first year only. The fee is 4,010 yen and the insurance covers

four years. All students must enroll in this insurance, which covers injuries sustained while at or commuting to the university or during extracurricular activities, as well as damages incurred during practice teaching, curricular internships or fieldwork. Note also that Comprehensive Insurance for Students' Lives Coupled with *Gakkensai* is also optionally available.

(2) Tsuda University Alumnae Association Deposit

The Tsuda University Alumnae Association Deposit is 50,000 yen (for lifetime membership). The deposit is paid in the first year and the resulting interest is used for scholarships.

<The costs from (3) to (5) apply after enrollment to applicable students only. >

(3) Students who want to obtain a teaching license (students at the Department of English, Department of International and Cultural Studies, Department of Mathematics, or Department of Computer Science only)

Nursing experience fee: 11,000 yen, teaching practice fee: 11,000 yen (as of the 2022 academic year)

(4) Students enrolled in the Department of English who proceed to an Intercultural Communication Studies Major (Intercultural Communication Studies Course, Japan Studies in English Course) are recommended to undertake overseas study or intercultural experience. In this case, additional fees will apply. The fees vary depending on the location and length of the visit, but about 200,000 to 600,000 yen can be expected for travel fees, accommodation and insurance.

(5) Students enrolled in the Department of International Cooperation and Multicultural Studies Fieldwork fees shall be paid by each student. For example, about 120,000 yen can be expected for travel fees, accommodation, and insurance in the case of 10-day fieldwork in Southeast Asia, and about 250,000 yen for fieldwork in Europe.

Tuition reduction and exemption measures for international students studying at personal expense

In the case of international students enrolled at personal expense in one of our regular courses, if they apply in the specified manner and are approved, half of their tuition for the academic year for which they applied will be waived. However, students 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. There are also financial conditions, such as students receiving 90,000 yen or less per month from their home country, and income from supporters in Japan of 5,000,000 yen or less per year. To apply, please submit the application documents to the Finance Division by the designated date that will be announced after enrollment.

Scholarships for International Students (as of the 2021 academic year)

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

- The Heiwa Nakajima Foundation Scholarship for Foreign Students in Japan
- The Kyoritsu International Foundation Scholarship
- The Hasegawa International Scholarship Foundation
- The Rotary Yoneyama Memorial Foundation, etc.

* Another program in addition to the above is a "Reservation Program for Monbukagakusho Honors Scholarship for Privately-Financed International Students (for examinees who achieve a superior score on the EJU)." This scholarship is for privately financed students who have achieved a superior score in the Examination for Japanese University Admission for International Students (EJU) and are planning on newly enrolling as a regular undergraduate student at university or college in Japan (graduate students are not covered). For details on this scholarship, please refer to the website of the Japan Student Services Organization.

https://www.jasso.go.jp/ryugaku/study_j/scholarships/shoureihi/yoyakuseido/index.html

For other scholarships, please refer to Tsuda University Guidebook 2023.

* For other details such as application eligibility, please contact the Center for International Exchange at

Tsuda University. (Tel. 042-342-5164)

Privacy Policy

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 registration will be used solely for the purpose of holding an entrance examination (processing the application and testing), the announcement of application results, enrollment registration, and other activities associated with these. We may assign work to third parties for tasks such as receiving applications, sending examination admission cards or sending results notification cards only after signing contracts ensuring appropriate handling of personal information.

Note that personal information received during enrollment registration 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:

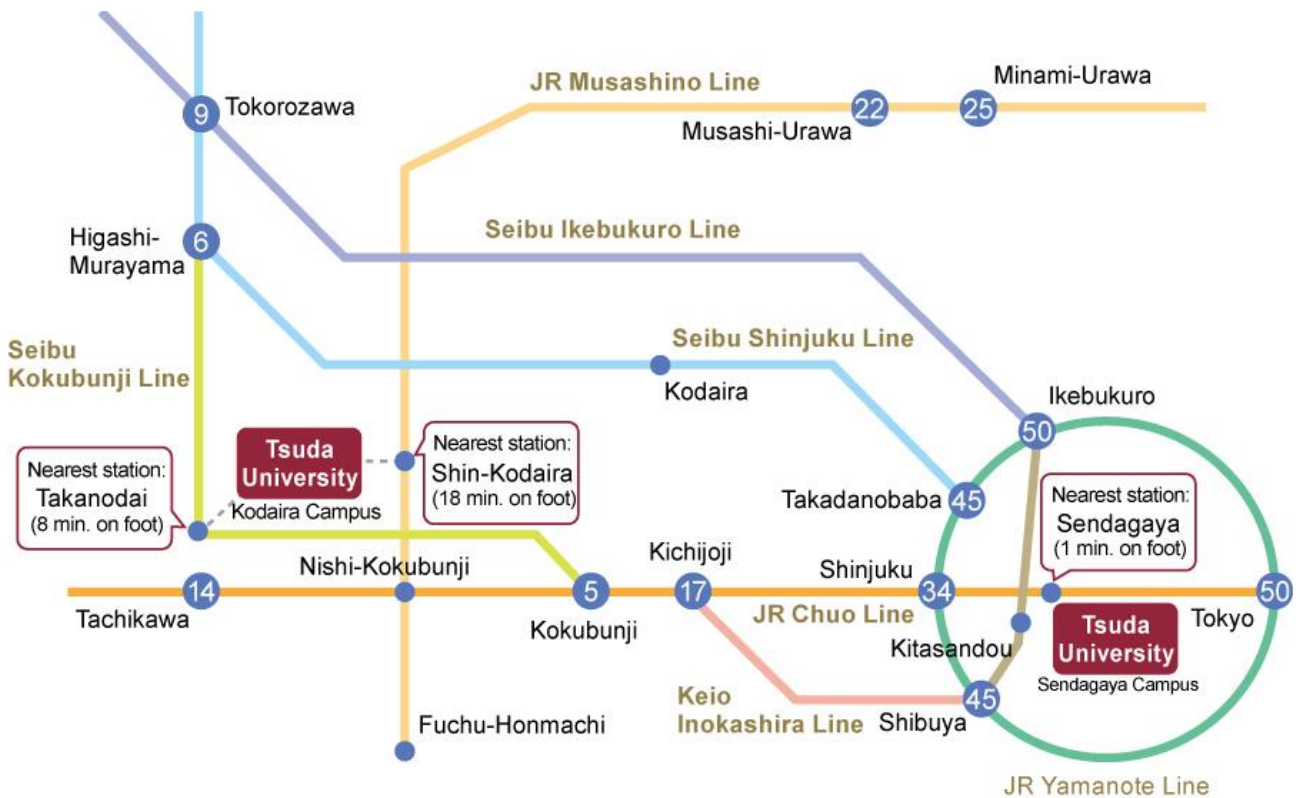
Transfer to the Seibu Kokubunji Line at Higashimurayama Station and get off at Takanodai Station, about an 8-minute walk from the campus (approximately 60 minutes from Takadanobaba Station to the campus including the transfer time).

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).



Tsuda University Admissions Office

〒187-8577

2-1-1 Tsuda-machi Kodaira city, Tokyo
TEL. 042-342-5120

Email: nyushi@tsuda.ac.jp/