

October 2024 Admission Information
Entrance Examination for Third-Year Transfer Students
Seeking Admission to the School of Japan Studies
TYPE B
(General Admission)

■ Admission Policy

The undergraduate programs at TUFs offer a basic grounding in a range of academic disciplines related to the world's languages, cultures, and societies, as well as in fields offering an interdisciplinary perspective on diverse international problems and issues.

TUFs seeks students who have completed a comprehensive high school education in Japan or abroad, are able to think critically, make informed decisions, and express themselves articulately, have inquiring minds and a thirst for knowledge, share the University's mission, and are eager to work together with people of diverse cultural backgrounds to address global problems and issues.

The School of Japan Studies welcomes individuals seeking to study Japan from an international perspective, become global leaders with a deep understanding of Japanese language and culture, and contribute to the advancement of multilingual and multicultural societies in Japan and elsewhere.

Our graduates go on to work in global corporations, Japanese companies seeking to expand globally, municipal, national, and international organizations, interpreting and translation, tourism and transport, publishing, mass media, educational and research institutions involved in teaching Japanese language and culture, and as junior and senior high school Japanese language teachers. Students may also elect to continue their studies in graduate school and pursue careers in research.

■ Features

The School of Japan Studies offers the opportunity to study and discover Japan from a multi-disciplinary, international perspective. Each cohort is comprised of students from around the world. Entrants have the opportunity to learn and share ideas with students from a diverse array of linguistic and cultural backgrounds.

Intensive multi-lingual, intercultural exchange enables students to develop the innovative problem-solving skills required to succeed both in a rapidly internationalizing Japan and increasingly globalized world.

As relations between Japan and the world deepen, there is increasing demand, in both the corporate world and academia, for individuals who can connect Japan with the rest of the world.

Each year, the School of Japan Studies invites 10 applicants to enter the school as third-year students (第3年次編入学生 Sannenji Hennyugakusei). There are two paths to admission, Type A and Type B. Type A is reserved for 3 applicants from TUFS' partner institutions.(*). whereas Type B is intended for 7 applicants who, regardless of nationality, received a majority of their schooling outside the Japanese education system.

This program opens a new path of study for those seeking to contribute to Japan's internationalization by engaging with local society, contributing to mutual understanding between their country and Japan, and working to strengthen relations between their country and Japan after completing their study and returning home. After gaining admission to the School of Japan Studies, students are required to select a specialized field of study and faculty member to serve as their advisor. During the fourth year, they are required to complete a graduate thesis or equivalent research project.

- (*) List of Partner Institutions of TUFS for 2024 Admission
- the University of Central Lancashire (UCLan) / the UK

■ Outline

Admission Date	October 1, 2024
Study Period	October 2024 - September 2026
Application Fee	JPY 30,000
Admission Fee	JPY 282,000 (as of 2024 academic year)
Tuition	JPY 535,800 per year (as of 2024 academic year) Pay in two installments: JPY 267,900 due in October; and the same amount due in May
Graduation Requirements	125 credits *including a graduation project *including 62 credits certified on admission
Language of Instruction	English and Japanese
Intake	About 7 Students (TYPE B)
Degree Granted	Bachelor of Arts (Language and Area Studies)

■ Eligibility

Applicants must meet or are expected to meet one of the following conditions by September 30, 2024.

- (1) Have obtained a bachelor's degree
- (2) Have graduated from junior college or technical college (equivalent to two or more years of higher education)
- (3) Have attended university under the Japanese education system which extends over four years for two or more years (excluding leave of absence/suspension), and have earned 62 credits or more at university <Note 1> <Note 2>
- (4) Have graduated from a Postsecondary Course at a Specialized Training College which extends over two or more years and meets the criteria specified by Minister of Education, Culture, Sports, Science and Technology - JAPAN (MEXT) (limited to those who meet Article 1, Clause 90 of the School Education Act of Japan)
- (5) Have completed at least 14 years of school education outside Japan (including the years inside Japan) <Note 2> <Note 4>
- (6) Have been screened individually for eligibility and approved by TUFS as having the academic ability equivalent or higher than the above and will be aged 20 or older by September 30, 2024

<Note 1> 62 credits should be earned at the university most recently attended by the applicant and should be credits for their advancement or graduation.

<Note 2> Applicants must have earned or be expected to earn 62 credits or more from their current university by the time that they enroll at TUFS. If successful applicants fail to earn the required credits, they will lose their admission eligibility.

Those who have completed at least 14 years of school education outside Japan must convert the credits they earned outside Japan and enter them into the calculation sheet (計算シート). The calculation sheet should be submitted together with documentation indicating class content, class hours, and number of classes (a copy of syllabus, etc). This information enables us to determine whether or not the applicant holds the necessary qualifications.

- Calculation Formula:

https://www.tufs.ac.jp/english/admission/degree/undergraduate_program/sjs_transfer.html

$$\frac{(\text{time per class (minutes)} \times \text{the number of class}) / \text{standard time (minutes)}}{=} \text{the number of credits for the class (truncating the third decimal point)}$$

<Note 3> Foreign nationals must possess or be able to obtain a visa to study in Japan according to the Immigration Control and Refugee Recognition Act (Cabinet Order No. 319 of 1951).

<Note 4> For applicants who have completed 11 years of secondary education in a MEXT-designated country, the requirement of “14 years of school education” shall be replaced by a requirement of “13 years of school education.”

<Note 5> Individuals covered by requirement (6) are those who do not meet any of the conditions detailed in requirements (1) to (5). If you wish to check your eligibility for requirement (6), contact the Global Admissions Office before applying. Please refer to the following instructions.

1. Contact the Global Admissions Office (GAO) by Friday, March 29, 2024. The GAO should be contacted using the e-mail shown below.
2. Submit the following documents as an email attachment to the Global Admissions Office (gao@tufs.ac.jp)
 - A) Application Form
The form is available at the following website:
https://www.tufs.ac.jp/english/admission/degree/undergraduate_program/sjs_transfer.html
 - B) Document stating the applicant has academic ability equivalent or higher than those who have completed 14 years of formal school education
 - C) Document detailing the applicant’s academic history (e.g. academic transcript)
 - D) If the applicant has work experience and/or possesses professional license(s), documents listing all of such experience and licenses and their details
3. Applicants will be notified of the results via email.

■ Qualifications

In addition to the eligibility requirements listed on pages 3~4, students must meet all of the following conditions.

1. All applicants must meet one of the following requirements:
 - Applicants must meet or be expected to meet the conditions required of individuals educated at universities or schools outside Japan.
 - All applicants must have attended less than four years of primary and secondary education in Japanese schools.
2. Applicants must hold and submit an official score at JLPT N2 level or above.
 - *Applicants whose first language is Japanese are exempt.
3. Applicants must hold and submit an official English test score at CEFR B2 level or above. The results must include listening, speaking, reading and writing scores.
 - *Applicants who submit TOEIC test scores must submit both of scores of TOEIC L&R and TOEIC S&W.
 - *Applicants whose first language is English and/or who have received their university/school education in English for more than 2 years are exempt.

■ Screening

The screening process is divided into two steps. First, a review of all applications materials is conducted. Then, an interview is conducted in English and Japanese.

■ Schedule

Application Period	March 1 - May 6, 2024
Screening Interview (In-person or through an internet video call)	Late May - June, 2024
Announcement of Admission Decisions *Successful applicants will begin the process of obtaining a student visa	Late June - July, 2024
Entrance Procedures	September, 2024

■ Other Expected Fees

- English examination fee: JPY 10,000 (covering 2 years)
- Insurance: JPY 2,430 (2 years for Japanese Students), JPY 24,540 (2 years for International Students)



■ Application Documents

Write in English or Japanese:

No.	Document	Notes
1	Application Form	Attach a photograph.
2	Application Fee (JPY 30,000)	<p>Payment</p> <p>Access to the TUFs Flywire* website at the following link (https://www.flywire.com/pay/tufs/). Refer to the instructions on the later page.</p> <p>*Flywire is a reliable international tuition payment service that is used by educational institutions around the world.</p> <ul style="list-style-type: none">• Submit a proof of payment or a receipt.• Be sure to use the applicant's name for the payment.• Applicants must pay all handling charges.• Please note that an application cannot be accepted if the amount received is below the Application Fee.• MEXT scholarship recipients must notify the Global Admissions Office (gao@tufs.ac.jp) before starting the application procedure.
3	Personal Statement	The front side of an A4-size sheet of paper.
4	Research Proposal	Both sides of an A4-size sheet of paper.
5	Academic Transcript(s)	<ul style="list-style-type: none">- Must be issued by the university/school you met or are expected to meet the condition at.- Must be original or a true (certified) copy of the original.- In the case that the document is issued in a language other than Japanese or English, you must attach a Japanese or English translation.



6	Certificate of (Expected) Graduation	<p>- Please consult with GAO prior to the application if you would like the original documents back or face difficulties getting the required documents.</p> <p>【Academic Transcript(s) Only】 In the case that you changed universities/schools or transferred to different universities/schools, you need to submit transcripts from all of the universities/schools you have attended.</p>
7	Evidence of Japanese Proficiency	<p>Submit the official score of JLPT N2 level or above. *Applicants whose first language is Japanese are exempt.</p>
8	Evidence of English Proficiency	<p>Submit the official score of CEFR B2 level or above, testing the four skills (listening, speaking, reading and writing). *Applicants whose first language is English are exempt.*Applicants who have received their university/school education in English for more than 2 years are exempt. However, it must be clearly stated that the medium of instruction used in the university/school curriculum is/was English on the Academic Transcript(s) or the Certificate of (Expected) Graduation or on a separate document that the university/school issued and stamped.</p>
9	Copy of Passport or Proof of Residence in Japan (Those who are foreign nationals)	
10	Calculation Sheet and Proof Documents (Those who are required)	<p>【Those who apply under Eligibility (5) Only】</p> <ul style="list-style-type: none">• Calculation Sheet <p>(https://www.tufs.ac.jp/english/admission/degree/undergraduate_program/sjs_transfer.html)</p>



		<ul style="list-style-type: none"> Documents which show class content, class hours, and number of classes (a copy of syllabus, etc.)
1 1	A Copy of EJU Admission Card (Optional)	Applicants who have taken EJU must submit a copy of the EJU Admission Card.

■ Submission

Application documents should be sent by registered postal mail or courier service (DHL, FedEx, EMS, etc.), so they may be tracked. Applications must arrive no later than May 6, 2024. Applications that arrive before or after the application period will not be accepted.

It is the applicant's responsibility to confirm that their documents have been delivered.

IMPORTANT!! Documents are not returnable once submitted.

■ Inquiries and Mailing Address

Global Admissions Office (GAO), Tokyo University of Foreign Studies
3-11-1 Asahi-cho, Fuchu-shi, Tokyo 183-8534, JAPAN
Email: gao@tufs.ac.jp
TEL: +81-(0)42-330-5179

■ Faculty members who can supervise graduation projects (as of 2024)

<https://www.tufs.ac.jp/research/researcher/people/?department=js>

Name	Study Field
ABE Shin	Japanese Language Education, Sociolinguistics, Dialectology, Phonetics
ARAKAWA Yohey	International Communication Management, Applied Cognitive Linguistics
HANAZONO Satoru	Japanese Linguistics
HARUNA Nobuo	International Politics, Political and Diplomatic History of Japan



HAUKAMP, Iris	Film Studies
HOLCA, Irina	Modern and Contemporary Japanese Literature
IJUIN Ikuko	Japanese Language Education, Discourse Analysis
KAWAMURA Futoshi	Grammar and Lexicon of the Japanese Language, Grammar Theory, History of the Japanese Language
KIMURA Masami	International Relations
LIN Chunchen	CALL Materials Development, Digital Language Learning, Distance Language Education
NAKAI Yoko	Japanese Language Education, Conversational Data Analysis
NISHIHARA Daisuke	Modern Japanese Literature, Comparative Literature
OTSU Tomomi	Japanese Linguistics
PORTER, John	Early Modern Japanese History, Urban History
SEATON, Philip	Modern Japanese History, Tourism Studies
SUGANAGA Rie	Japanese Language and Culture
SUZUKI Tomomi	Japanese Semantics, Japanese Language Education
TOMOTSUNE Tutomu	Intellectual History of Japan, Modern Japanese History, Minority Studies
TSUCHIDA Kosuke	Japanese Aesthetics and Philosophy of Art
UMINO Tae	Applied Linguistics, Second Language Acquisition, Teaching Japanese as a Second Language (TJSL)

1) Access to <https://www.flywire.com/pay/tufs/> and click “START YOUR PAYMENT” (Tokyo University of Foreign Studies –Application Fee)



English

言語文化学部	言語文化学部 【3年次編入】 / School of Language and Culture Studies (G) 【Transfer Students in the Third year】 Admission fee	START YOUR PAYMENT
国際社会学部	国際社会学部 【3年次編入】 / School of International and Area Studies (K) 【Transfer Students in the Third year】 Admission fee	START YOUR PAYMENT
国際日本学部	国際日本学部 【3年次編入】 / School of Japan Studies (J) 【Transfer Students in the Third year】 TOEIC IP TEST fee	START YOUR PAYMENT
言語文化学部	言語文化学部 【3年次編入】 / School of Language and Culture Studies (G) 【Transfer Students in the Third year】 TOEIC IP TEST fee	START YOUR PAYMENT
国際社会学部	国際社会学部 【3年次編入】 / School of International and Area Studies (K) 【Transfer Students in the Third year】 TOEIC IP TEST fee	START YOUR PAYMENT
Tokyo University of Foreign Studies - Application Fee		START YOUR PAYMENT
Tokyo University of Foreign Studies - Short Stay Program *Please input 180,000 in the Amount section according to your Invoice.		START YOUR PAYMENT
Tokyo University of Foreign Studies - Dormitory fee		START YOUR PAYMENT

← Click

2) Proceed as follows



1. Payment Info

2. Payment method

3. Payer Info

4. Info for the receiver

5. Review & Confirm

6. Make payment

Your payment

The payment will come from

Tokyo University of Foreign Studies
- Application Fee receives

Select 

 

¥	Amount *
	0

 Input: 30,000

Amount will be formatted in the destination currency, in this case Japanese Yen. i.e. 10,000 for ten thousand JPY.

 Click

3) Select your preferred payment method

東京外国語大学
Tokyo University of Foreign Studies

Contact Help Log in English

1. Payment Info 2. Payment method 3. Payer Info 4. Info for the receiver 5. Review & Confirm 6. Make payment

Select your preferred payment method

Best Price Guaranteed Subject to terms and conditions

Bank Transfer in [REDACTED]

Debit/Credit Card in [REDACTED]

Supports: VISA

American Express in [REDACTED]

Supports: AM EX

Important info

Important info

Choose & Click

4) Input your information

[1. Payment Info](#)

[2. Payment method](#)

[3. Payer Info](#)

[4. Info for the receiver](#)

[5. Review & Confirm](#)

[6. Make payment](#)

Payer information

 Please provide the details of the person whose card/bank account will be used to pay.

(*) required field

Email *

First name *

Middle name

Family name *

Address 1 *

Address 2

City *

State / Province / Region

Zip code / Postal Code

 Phone number *

Receive text notifications on your payment status

I would like to receive emails from Flywire about future discounts, promotions and offers

I have read, understand, and agree to the [Flywire Terms of Use and Privacy Policy](#)

[← PREVIOUS](#)

[NEXT →](#)

 **Input**

Click 

 **Click**

5) Input information for Tokyo University of Foreign Studies –Application Fee

 東京外国語大学
Tokyo University of Foreign Studies

Contact Help Log in English

1. Payment Info 2. Payment method 3. Payer Info 4. Info for the receiver 5. Review & Confirm 6. Make payment

Information for Tokyo University of Foreign Studies - Application Fee

(*) required field

Student Information

<input type="text" value="Payment Type *"/>	<input type="text" value="First Name *"/>
<input type="text" value="Middle Name"/>	<input type="text" value="Last Name *"/>
<input type="text" value="Date of Birth *"/>	<input type="text" value="Student Email Address *"/>

← PREVIOUS **NEXT →**

See next page →

← Input

← Click

5') *Reference –Payment Type



Contact Help Log in English

1. Payment Info

2. Payment method

3. Payer Info

4. Info for the receiver

5. Review & Confirm

6. Make payment

Information for Tokyo University of Foreign Studies - Application Fee

(*) required field

Student Information

Payment Type *

博士前期課程 (秋季募集) 30000円/Fall
Entrance Examination - Master Degree
Program 30000yen

博士前期課程 (冬季) 30000円/Winter
Entrance Examination - Master Degree
Program 30000yen

**第3年次編入学試験 30000円/Transfer
Students in the Third year**

First Name *

Last Name *

Student Email Address *

NEXT →

Choose →

6) Review information that you have entered

*Subsequent pages are for entering payment information.

Confirm →

東京外国語大学
Tokyo University of Foreign Studies

Contact Help Log in English

1. Payment info 2. Payment method 3. Payer Info 4. Info for the receiver 5. Review & Confirm 6. Make payment

Review and confirm payment information

Payment information	You will send [REDACTED]	Tokyo University of Foreign Studies - Application Fee will receive [REDACTED]
	Country or region [REDACTED]	
Payment method	You selected [REDACTED]	
Payer information	First name [REDACTED]	Middle name [REDACTED]
	Family name [REDACTED]	Address 1 [REDACTED]
	Address 2 [REDACTED]	City [REDACTED]
	State / Province / Region [REDACTED]	Zip code / Postal Code [REDACTED]
	Country [REDACTED]	Phone number [REDACTED]
	Email [REDACTED]	
Student Information	Payment Type 第3年次編入生試験 30000円/Transfer Students in the Third year	First Name [REDACTED]
	Middle Name [REDACTED]	Last Name [REDACTED]
	Date of Birth [REDACTED]	
	Student Email Address [REDACTED]	

← PREVIOUS **PAY** →

Click

7) Further procedure

- If you choose “international bank transfer”, you will be instructed to complete the bank transfer to the designated Flywire account. Include the copy of the confirmation of the bank transfer in the application package. (If you already sent out the package, send it via email to the Global Admissions Office (gao@tufs.ac.jp).)
- If you choose “credit card”, you will receive an email confirming the payment. Print out the email and include it in the application package. (If you already sent out the package, send it via email to the Global Admissions Office (gao@tufs.ac.jp).)