

## 2025 Soka University Undergraduate Admissions for International Students - Policy Type 1 (Document Screening)

### 1. ENROLLMENT

Entrance: April

Duration: 4 years

Academic calendar: Spring semester (April 1 to July 31) and fall semester (September 15 to January 31)

### 2. FACULTY, DEPARTMENT, AND ADMISSION CAPACITY

Admissions for International Students are open in the following Departments.

| Faculty                    | Department   | Admission Capacity |
|----------------------------|--|--------------------|
| Economics                  | Economics  | 5 students         |
| Business Administration    | Business Administration                            | 5 students         |
| Law                        | Law  | A few students     |
| Letters                    | Human Studies                                      | 4 students         |
| Education                  | Education  | A few students     |
|                            | Primary Education                                  | A few students     |
| Science and Engineering    | Information Systems Engineering                    | A few students     |
|                            | Science and Engineering for Sustainable Innovation | A few students     |
| International Liberal Arts | International Liberal Arts                         | 15 students        |

- An applicant may apply to up to two departments within the nine departments of the seven faculties, namely: Faculty of Economics, Faculty of Business Administration, Faculty of Law, Faculty of Letters, Faculty of Education, Faculty of Science and Engineering, and Faculty of International Liberal Arts.
- In the case that an applicant gets accepted by the first choice of faculty, the applicant will be allowed to enroll only in the first choice of faculty.
- Faculty of Nursing does not have International Students Admissions Policy.
- If the admission committee judges that there are no applicants who are qualified, the number of admitted students may remain below the capacity.
- An applicant can apply for both Type 1 and Type 2 Admission (Exam and Interview).
- The admission capacity for the Faculty of International Liberal Arts includes students applying via English Medium Programs Admission.

### 3. APPLICATION PERIOD

September 15, 2024 (Sun) – October 15, 2024 (Tue) (must arrive by October 15, 2024) \*Japan time

Notice of results: December 5, 2024 (Thu)

### 4. SELECTION PROCESS

Selection is made through document screening.

\* Within the screening process, an applicant who meets the admissions criteria based on comprehensive evaluation of the submitted documents will be granted admission if the number of applicants does not exceed the capacity. An applicant whose score of the standardized test is below a certain level (approx. 40-50<sup>th</sup> percentile) will not be granted acceptance.

### 5. ELIGIBILITY

An applicant who satisfies one of the six following conditions is eligible to apply:

- (1) An applicant who has completed or is scheduled to complete a 12-year school education in a foreign country

- (\*1).
- (2) If the 12-year school education includes the enrollment period in schools based on the Japanese education system, one of the following must apply.
    - For those who have completed or are scheduled to complete high school in a foreign country, the enrollment period in Japanese elementary, junior high, and high schools (\*2) must be six years or less.
    - For those who have completed or are scheduled to complete the relevant high school courses stipulated in the School Education Act of Japan, the enrollment period in Japanese elementary, junior high, and high schools (\*2) must be three years or less.
  - (3) An applicant who was educated abroad and has less than 12 years of education due to grade-skipping or other reasons.
  - (4) An applicant who has obtained Swiss International Baccalaureate, German Abitur, French Baccalaureate, or other equivalent qualifications.
  - (5) An applicant who satisfies the requirements such as being deemed to have completed a designated course of not less than 11 years and has completed a course of a school corresponding to an upper secondary school (List of Courses of Foreign Schools Corresponding to Upper Secondary Schools Designated by the Minister of Education, Culture, Sports, Science and Technology) in a foreign country.  
<https://www.mext.go.jp/en/policy/education/highered/title02/detail02/sdetail02/1395423.html>
  - (6) An applicant who has completed 12 years of education at educational institutions accredited by international accrediting bodies, namely the Western Association of Schools and Colleges (WASC), the Council of International Schools (CIS), the Association of Christian Schools International (ACSI), and the New England Association of Schools and Colleges (NEASC).

In addition, in cases where there is no accreditation by accrediting bodies mentioned in (6) as above, eligibility for admission may be determined through an individual eligibility assessment.

\*1 School education in a foreign country includes schools in the “List of Schools for Non-Japanese Designated as Equivalent to Foreign Upper Secondary Schools in Japan”  
<https://www.mext.go.jp/en/policy/education/highered/title02/detail02/sdetail02/1395424.html>

\*2 Japanese elementary, junior high, and high schools indicate elementary, junior high, and high schools based on School Education Act of Japan and overseas Japanese schools approved by the Ministry of Education, Culture, Sports, Science and Technology.  
<https://www.mext.go.jp/en/policy/education/highered/title02/detail02/sdetail02/1395425.html>

## 6. APPLICATION REQUIREMENTS

An applicant must meet the following requirements.

- (1) An applicant must take the Standardized Examination and submit their score report. Applicants to the Faculty of Science and Engineering must take “Mathematics” in the standardized examination used for college examination.
- (2) An applicant to the Faculty of International Liberal Arts must submit their English proficiency score of 70 or above in TOEFL-iBT or 6.0 or above in IELTS Academic Module. However, those who have taken six years of junior high and high school in English in either Australia, Canada, Ireland, New Zealand, United Kingdom or United States, can substitute the English proficiency score mentioned above for their academic transcript referred to these six years.
- (3) An applicant who is unable to submit the score report of their standardized examination must submit the IERF Detail Report of their high school transcript.
- (4) An applicant to the Faculties of Economics, Business Administration, Law, Letters, Education, Science and Engineering must be able to provide proof of Japanese language proficiency: JLPT Certificate of Result and Scores, showing a passing grade of N2 level, or EJU’s score report of 200 or above in “Japanese as a foreign language,” excluding the writing section, or JPT (Japanese Proficiency) Test’s score report of 600 or above. (Taken within two years prior to application).

List of the main standardized examinations used for college admission.

| Country/Region              | Examination   |
|-----------------------------|---|
| People's Republic of China  | National Higher Education Entrance Examination  |
| Hong Kong                   | HKDSE (Hong Kong Diploma of Secondary Education)  |
| Taiwan                      | General Scholastic Ability Test   |
| Republic of Korea           | College Scholastic Ability Test (Mock examination in June or September for high school students)<br>※Applicants to the Faculty of Science and Engineering must take “Calculus” or “Geometry” for selective subjects.  |
| United States of America    | SAT (Scholastic Assessment Test Reasoning Test) - DI Code: 7553<br><a href="https://collegereadiness.collegeboard.org/sat">https://collegereadiness.collegeboard.org/sat</a><br>※The submission of SAT's essay is not mandatory.<br><br>The ACT Test (American College Testing) - ACT college code: 2871<br><a href="https://global.act.org/content/global/en.html">https://global.act.org/content/global/en.html</a> |
| United Kingdom              | GCE (General Certificate of Education) A Level  |
| France                      | Baccalaureate   |
| Germany                     | Abitur  |
| Australia                   | For the state of New South Wales : Higher School Certificate (HSC)<br>For the state of Victoria : Victorian Certificate of Education (VCE)<br>For the state of Queensland : Queensland Certificate of Education (QCE)<br>For the state of Western Australia : Western Australian Certificate of Education (WACE)<br>For the state of South Australia : South Australian Certificate of Education (SACE)               |
| Singapore                   | GCE (General Certificate of Education) A Level  |
| Malaysia                    | STPM (Sijil Tinggi Persekolahan Malaysia)<br>GCE (General Certificate of Education) A Level<br>Unified Examination, Senior Middle Level   |
| Indonesia                   | SBMPTN (Seleksi Bersama Masuk Perguruan Tinggi Negeri) *by the year of 2022<br>SNBT (Seleksi Nasional Berdasarkan Tes) *as of the year of 2023  |
| Thailand                    | Standardized National University Entrance Examination, GAT, ONET  |
| International Baccalaureate | IB Transcript for the final exams   |
| Brazil                      | Exame Nacional do Ensino Médio  |
| Western Africa              | WAEC (West African Examinations Council)  |

## 7. REQUIRED DOCUMENTS


Please access the following pages for application:

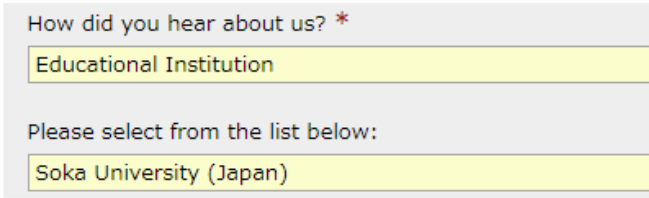
Japanese: <https://soka.campus-p.jp/ja/>

English: <https://soka.campus-p.jp/en/>

**※Upload the required documents to the web application page BEFORE sending them by mail.**

### List of Required Documents

| No. | Required Documents                                  | Detail  | Form   |
|-----|---|---|--|
| 1   | Application Form                                    | An applicant may apply up to 2 departments.   | Online application   |
| 2   | Statement of Purpose and Study Plan (*3)            | <ul style="list-style-type: none"> <li>- Submit the “Statement of Purpose and Study Plan” for each department the applicant is applying to. (1000 characters in Japanese)</li> <li>- Read the instructions carefully when writing the “Statement of Purpose and Study Plan.”</li> <li>- Write the “Statement of Purpose and Study Plan” for the Faculty of International Liberal Arts in English. (500 words in English)</li> </ul>   | Online application   |
| 3   | Photograph  |  <p>Upload a headshot (4cm x 3cm) taken within the last three months.<br/>Note:<br/>- no hat, plain background<br/>- submit 2 headshots in addition to what has been uploaded.<br/>Write the applicant’s name in alphabet on the back of the photograph.</p>  | Mail 2 originals   |
| 4   | Certificate of High School Graduation (or expected) | <p>If still enrolled in high school at the time of application, submit a document certifying expected graduation from high school. An applicant must graduate by March 31, 2025.</p> <p>If this applies, promptly submit the certificate upon graduation from high school. If the certificate is not available, submit the diploma.</p> <p>If an applicant is currently enrolled in a university, submit the certificate of enrollment.</p>   | Mail the original after uploading its scanned copy to the web application page |
| 5   | High School Transcript                              | <p>A transcript that certifies the applicant’s entire academic record throughout high school education.</p> <p>* It must be an official document issued by the high school attended. If unavailable, submit the original of the applicant’s academic performance report.</p> <p>If the submission of the original is delayed due to the application process of the IERF Detail Report, send the certified copy to the office.</p> <p>※ If currently enrolled in a university, a university transcript must also be submitted.</p> | Mail the original after uploading its scanned copy to the web application page |
| 6   | Score Report of Standardized Examination            | <p>Submit the score report of the standardized examination administered in each country.</p> <p>※For those who only have a transcript of the high school equivalency examination, it is mandatory to take the standardized examination and submit the score report.</p>   | Mail the original after uploading its scanned copy to the web application page |

|   |  |  |  |
|---|--|--|--|
| 7 | IERF Detail Report<br>※Only if you cannot submit document 7 (Score report of Standardized Examination) | <p>Applicants from a country where no standardized examination is held or high school students from a country where the timing of the standardized examination is late and the score cannot be submitted by the application deadline must take the SAT or ACT and submit its score report.</p> <p>If applicants have difficulty taking the SAT or ACT, they may submit an IERF Detail Report regarding high school transcripts as an alternative to the score report of standardized examination.</p> <p>※ If you already possess certificates from other educational credential evaluation agencies, please consult with the International Affairs Office.</p> <p>It takes 20 days to issue the report, so be sure to allow plenty of time when applying for the issuance, in order to receive it prior to the application deadline.</p> <p>In order to apply for the IERF Detail Report, you must submit documents that are also required by Soka University. In this case, prepare a notarized copy for each document in advance and be sure to submit it to Soka University by the application deadline.</p> <p>The applicant will be responsible for performing the procedure to have the IERF Detail Report issued.</p> <p>※IERF Detail Report regarding a transcript of the high school equivalency examination will not be accepted.</p> <p>*When submitting the report, please use the codes below:</p> <ul style="list-style-type: none"> <li>IERF <a href="http://www.ierf.org/">http://www.ierf.org/</a></li> </ul> <p>Input the information of “<b>Soka University (Japan)</b>” into the “Contact Information” section of “Applicant Information”.</p>  | <p>Electronic copy (EvalDirect)</p> <p><b>Educational Institution:<br/>Soka University (Japan)</b></p> |
| 8 | Recommendation Letter (Designated Format)  | <p>The recommendation letter is to be written by a teacher or a professor who has taught the applicant in class at high school or university.</p> <p>* Do not upload to the web application unless instructed to do so. It must be sealed.</p>   | Download the form from the Website Mail in a sealed envelope with other documents.                     |
| 9 | Certificate of Japanese Proficiency  | <p>Applicants must submit one of the following certificates. This is not required for those applying only to the Faculty of International Liberal Arts.</p> <p>*The term of validity of the score is from October 16, 2022, to September 14, 2024.</p> <p>Japanese Language Proficiency Test (JLPT)<br/>Only the “Certificate of Result and Scores” of N2 or above will be accepted. “Certificate of Japanese language proficiency” or “Notification of results/ Certificate of Japanese proficiency” are not acceptable.</p> <p>*Screenshots or copies are not acceptable. It must be an officially issued certificate.</p>   | Mail the original after uploading its scanned copy to the web application page                         |

|    |  |  |  |
|----|--|--|--|
|    |  | <p>Examination for Japanese University Admission for International Students (EJU)<br/>The “Score Report” or “Score Confirmation Report” of test score 200 or above.<br/>The university will acquire the applicants’ result of EJU from the organization.</p>   |  |
|    |  | <p>JPT (Japanese Proficiency Test)<br/>"Score Report" of test score 600 or above.</p>  |  |
| 10 | Certificate of English Proficiency                         | <p>Applicants who are not from either Australia, Canada, Ireland, New Zealand, United Kingdom, or United States are required to submit an original score report of an English proficiency test: either TOEIC, TOEFL-iBT, IELTS Academic Module. There is no minimum requirement for the test score.<br/>*The term of validity of the score is from October 16, 2022, to September 14, 2024.</p> <p>TOEIC<br/>Only “TOEIC Listening &amp; Reading” will be accepted. The results of “TOEIC Speaking &amp; Writing,” “TOEIC Bridge,” “TOEIC IP” are not acceptable.<br/>My Best™ Scores are not available.<br/>*Screenshots or copies are not accepted. It must be a officially issued certificate.</p> <p>TOEFL-iBT<br/>Submit Score Report of TOEFL iBT.</p> <p>IELTS<br/>Only “IELTS Academic” will be accepted.</p> <p>• Applicants to the Faculty of International Liberal Arts must submit the Score Report of test score 70 or above in TOEFL-iBT or the Test Report Form of test score 6.0 or above in IELTS Academic. However, those who have taken six years of junior high and high school in English in either Australia, Canada, Ireland, New Zealand, United Kingdom or United States, can substitute the English proficiency score mentioned above for their academic transcript referred to these six years.</p> | <p>Mail the original after uploading its scanned copy to the web application page</p>  |
| 11 | Application Fee  | <p>Make an online credit card payment of 20,000 JPY when submitting the online application.<br/>(Refer to section 8. “Application Fee” for details)</p>  | —  |
| 12 | Statement of Financial Eligibility (Designated format)     | <p>Submit evidence of financial support (e.g., bank statement) to cover the tuition and living expenses.<br/>(Refer to section 9. “Statement of Financial Eligibility” for details)</p>  | <p>Format is available in the website<br/>* Mail the original after uploading its scanned copy to the web application page</p> |
| 13 | Application for Academic Fee Exemption (Designated format) | <p>Applicants who wish to be considered for Academic Fee Exemption must submit the application form, along with the official documents issued by public agencies stating the household income. (Refer to section 10. “Financial Support” for details)</p>  | <p>Format is available in the website<br/>* Mail the original after uploading its scanned copy to the web application page</p> |

**(\*3) Statement of Purpose and Study Plan**

Carefully read the Three Guidelines (Admission Policy, Curriculum Policy, and Diploma Policy) of the respective Faculty, and submit the “Statement of Purpose and Study Plan” via online application system.

Faculty of Economics: <https://www.soka.ac.jp/economics/about/policy/>

Faculty of Business Administration: [https://www.soka.ac.jp/department/policy/business\\_administration/](https://www.soka.ac.jp/department/policy/business_administration/)

Faculty of Law: <http://www.soka.ac.jp/department/policy/law/>

Faculty of Letters: <http://www.soka.ac.jp/department/policy/letters/>

Faculty of Education: <http://www.soka.ac.jp/department/policy/education/>

Faculty of Science and Engineering: <http://www.soka.ac.jp/department/policy/engineering/>

Faculty of International Liberal Arts: <http://www.soka.ac.jp/department/policy/international/>

1. If there is an error in the application documents or if not all application documents are submitted, the application will not be accepted.

2. Required documents differ by department. Carefully read the “List of Required Documents” in the table before applying.

3. Documents are accepted only in Japanese or English. Attach a translation if the documents are in any other languages than in Japanese or English. Documents for the Faculty of International Liberal Arts application must be prepared in English.

4. Send the original documents in principle. Only when it’s difficult, the certified copy will be accepted. Submitted documents (high school graduation certificate, transcript, etc.) will not be returned. However, regarding the original copies of certificates that cannot be reissued (e.g. graduation diploma), if you want to have such documents returned, please enclose a letter specifying which document(s) are to be returned together with an additional copy and state the address that you would like the documents sent to (along with the telephone contact info) (envelope and stamps not required). In principle, the documents will be returned by late January. If an accepted applicant requests the documents be returned, the documents will be returned after the accepted applicant arrives in Japan.

5. Soka University will not take any responsibility for documents that went missing during shipping, therefore please send the documents via EMS or other registered express mail. Do not enclose any unnecessary documents.

6. After uploading the set of application forms to the WEB application page, send them by simple registered mail or using an international courier service to Soka University International Affairs Office Admissions Section within the application period. If you send the documents immediately before the application deadline, use “simple registered express mail” or EMS.

7. In order to confirm the delivery of the submitted documents, confirm using the receipt number of the post office or tracking number of the international courier service on your own.

\* Soka University will not notify you of the receipt of the documents.

\*Also, you may confirm the delivery of the documents on “My Page” of the web application system. However, it may take a couple of days after delivery until the status is updated on the website.

8. Complete the Online Application and submit the application documents by the deadline. In case you miss one of these, your application will not be considered as completed.

9. Soka University Admission team may contact you through the WEB application page, in the “Contact Us” tab. Messages may also be sent from Soka University’s email address [no-reply@soka.campus-p.jp](mailto:no-reply@soka.campus-p.jp) so please adjust your settings and register it as a receiver domain.

10. Soka University will not accept any application documents submitted in person

11. No application documents delivered after the application deadline will be accepted for any reason. Even in the event of non-delivery or delayed delivery caused by trouble at the postal service or courier service, the University shall take no responsibility.

12. The university will not contact you regarding any errors in the submitted documents. Please confirm with the list of required documents to make sure there are no errors and please check the documents one more time when mailing them.

13. If there is a falsification, false statement, plagiarism, etc., in the documents, materials, or information submitted to Soka University at the time of application, such shall be deemed to be a wrongful act, and the results of all entrance examinations at Soka University for the relevant year will be invalid. In that case, the submitted documents, materials, and admission fees will not be returned.

**SUBMISSION OF APPLICATION:**

International Affairs Office Admissions Section  
Soka University  
1-236 Tangi-machi Hachioji-shi, Tokyo 192-8577 JAPAN  
Telephone: +81-42-691-8230  
Fax: +81-42-691-9456

## 8. APPLICATION FEE

### Application Fee Payment Method

Application Fee: 20,000 JPY

\* When applying through the Online Application system, please proceed with the Application Fee payment via credit card.

\* The name on the credit card used for payment may be a person other than the applicant. However, it is necessary to enter the applicant's information in the "applicant information" section even when a proxy submits the application.

\* If the payment of the fee cannot be confirmed within the application period or the credit card settlement is cancelled after payment is made, the applicant will lose the application eligibility.

\* If the payment via credit card does not go through due to technical difficulties, bank transfer is allowed (its fees would be borne by the applicant). If an applicant wishes to make a payment by bank transfer, contact the office via the online application page.

\* Regardless the reason, including failure in the application, the application fee will not be returned.

## 9. STATEMENT OF FINANCIAL ELIGIBILITY

The statement is to be signed by the financial supporter. Attach the documents below as evidence of financial support. The tuition fees may change when the fee exemption is applied; however, these documents will also be used to apply for the applicants' Certificate of Eligibility issued by the Immigration Bureau, so please read the instructions carefully and prepare accordingly. Mail the original after uploading its scanned copy to the web application page.

All the certificates must be issued within 3 months prior to the application deadline.

○ If funded by the applicant

- Original bank statement of the applicant (statement over a certain amount) (\*4)

○ If funded by a family member outside of Japan

- Original bank statement of the sponsor (statement over a certain amount) (\*4)

- Proof of employment (including the period of employment and position held, if it is a self-owned business, submit an official document such as the copy of corporate registration or operating license)

- Sponsor's income certificate (January to December 2023 or most recent one-year period available)

- A document that certifies the sponsor's relationship to the applicant (e.g. a copy of family register, certificate of residence, etc.)

○ If funded by a scholarship aside from Soka University's

- Original scholarship letter stating the amount, duration and name of the organization offering the scholarship (yearly total must be over a certain amount)

○ If funded by a sponsor that lives in Japan

- A tax certificate with the total amount of the sponsor's income (photocopy of income tax certificate, tax deduction certificate, etc.)

- Proof of employment (including the period of employment and position held, if it is a self-owned business, submit an official document such as the copy of corporate registration or operating license)

- Certificate of residence

- If the sponsor is an acquaintance or a friend, a document that indicates the relationship to the applicant, such as a photo taken together

\*4 The amount of money to be proved by a bank statement, etc., should refer to the following. The bank statement must be in name of the financial sponsor.

\* Applicants submitting their application for the tuition fee exemption (please refer to item 10. "Financial Support System") along with their undergraduate application will be screened of their financial eligibility at the same time.

|  |  |  |
|--|--|--|
|  | Economics, Business Administration, Law,<br>Letters, Education | Science and Engineering,<br>International Liberal Arts |
| Applying for Academic Fee<br>Exemption     | Approx. 1,200,000 JPY  | Approx. 1,500,000 JPY                                  |
| Not applying for Academic Fee<br>Exemption | Approx. 1,700,000 JPY  | Approx. 2,000,000 JPY                                  |



## 10. FINANCIAL SUPPORT SYSTEM

The university offers the following two kinds of financial supports.

\*The financial support system changes as of AY2025.

### (1) Soka University Academic Fee Exemption Scholarship for International Students (Applied as of AY2025)

By the time of the application to the International Students Admission, applicants can also apply for the tuition fee exemption scholarship.

#### • Required documents :

- Application form for Academic Fee Exemption Scholarship
- Proof of household income referred to January to December 2023 (or the most recent one-year period available) of all financial supporters

※In principle, household income refers to those of the father and mother.

※In case there was a job change in 2023, please submit also the proof of income referred to the previous job.

※‘Income’ refers to the amount that is received before tax deductions are taken out.

※If the applicant is unable to provide documents to prove the household income, they will not be eligible to apply for ‘Soka University Academic Fee Exemption Scholarship for International Students.’

The results of the academic free exemption scholarship will be notified simultaneously with the admission announcement.

The conditions and ratio of academic free exemption are as follows.

| Household annual income criteria | Exemption ratio |
|----------------------------------|-----------------|
| Below 8,000,000 JPY              | 50% exemption   |
| 8,000,000 JPY or more            | No exemption    |

- After enrollment, it requires to apply for every year. If the recipient’s cumulative GPA is below 2.0 or does not earn at least 15 credits per semester, the exemption will not be granted for the subsequent year.

- Appendix (p. 11) shows the fees required for year 1 of students granted academic fee exemption.

### (2) Soka University Undergraduate International Student Designated Country Grant (Applied as of AY2025)

By the time of the application to the International Students Admission, applicants can also apply for the “Soka University Undergraduate International Student Designated Country Grant” As for the application procedure, read the guidelines for “Soka University Undergraduate International Student Designated Country Grant” on the application guidelines page and send the required documents with application documents to Soka University. For the procedures after entering the university, it is explained in a scholarship guidance for international students.

Designated countries and territories are as below.

|  |
|--|
| Korea, Brazil, Malaysia, Singapore, Hong Kong, Cambodia, Laos, Myanmar, Vietnam, Indonesia, Bangladesh, Nepal, Sri Lanka, Mongol, Uzbekistan, Kirghiz, Kazakhstan, Tajikistan, African countries set by the foreign ministry |
|--|

| Payment period          | Payment amount                             |
|-------------------------|--|
| At the university entry | 200,000 JPY (one time per person)          |
| After enrollment        | Yearly 300,000 JPY (Max 4times per person) |

<Notes>

\* As a general rule, concurrent receipt won’t be allowed.

• If the student engages in an inappropriate act or behavior that may impair the reputation of Soka University, the scholarship may be withdrawn.

• If any changes are made to other scholarship programs, etc., a change may be made to this scholarship program.

## 11. ANNOUNCEMENT OF THE APPLICATION RESULTS

Announcement: December 5, 2024 (Thu)

One of the following 3 announcements will be sent to all applicants via e-mail to the email address indicated on the application form (\*6). Please set Soka University's email address [no-reply@soka-campus-p.jp](mailto:no-reply@soka-campus-p.jp) as the sender domain.

- |                |  |
|----------------|--|
| ① Accepted     | Accepted to the undergraduate program starting April 2025. |
| ② Not Accepted | Did not meet the acceptance standards                      |
| ③ Not Eligible | Not eligible for college admission                         |

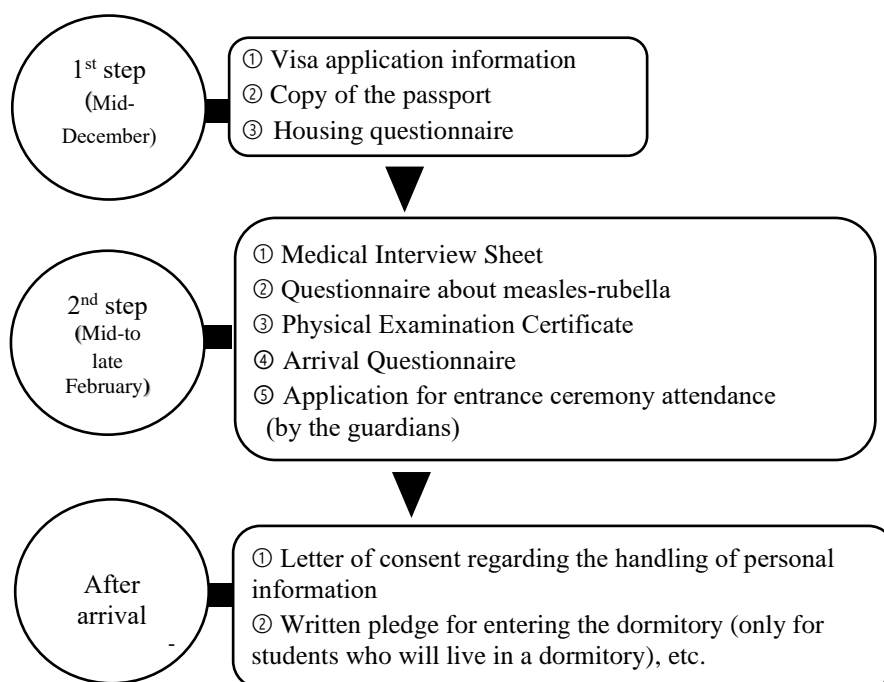
(\*6) If you want to change your email address, please do so through the online application on My Page (basic settings).

## 12. ENROLLMENT PROCEDURE

Accepted applicants will receive by e-mail the “Letter of Acceptance” and “Enrollment Guidelines” on the day the results are announced. Please follow the guidelines and perform the enrollment procedure. The enrollment procedure will be complete when the admission fee, tuition, and other payments are paid by bank transfer and when admission documents are submitted. If the procedure is not completed by the deadline, the acceptance may be rescinded.

\* The details will be notified in the enrollment procedure guidelines.

### 1. Documents to be submitted



### 2. Notification of the payment amount

| Type of payment/notification  | Date of notification | Payment deadline      |
|---|----------------------|-----------------------|
| Admission fee/tuition: Request for payment of admission fee/tuition | End of January, 2025 | End of February, 2025 |

\*Please pay the admission fee, tuition, dormitory fee at once by the deadline. For the fees, please refer to the “Appendix-Fees for Year 1” (p. 11)

### 3. Sending the admission letter and the Certificate of Eligibility (COE)

The “Acceptance Letter” and the “Certificate of Eligibility (COE)” will be sent by e-mail to those whose payment have been completed by the deadline. In principle, successful candidates must obtain a “Student Visa” at the Japanese diplomatic office in the country of domicile before coming to Japan and enter Japan with a “Student Visa” status of residence.

\* In order to obtain a “Student Visa” status of residence, it is necessary to apply for a Certificate of Eligibility (COE). Persons who already have a “Long Term Resident” or “Dependent” status of residence are not required to perform any particular procedures. Also, Japanese citizens with dual citizenship coming to Japan on a Japanese passport are not required to perform any particular procedures.

## 13. INQUIRIES

International Affairs Office Admissions Section  
Soka University  
1-236 Tangi-machi Hachioji-shi, Tokyo 192-8577 JAPAN  
Telephone: +81-42-691-8230  
Fax: +81-42-691-9456  
E-mail: [welcome@soka.ac.jp](mailto:welcome@soka.ac.jp)

### Appendix – Fees for year 1 (Changed as of AY 2023)

Please note that the amount for tuition and other fees may suffer changes.

- Faculty of Economics, Faculty of Business Administration, Faculty of Law

| Fees          | Standard             | Half Exemption     |
|---------------|----------------------|--------------------|
| Admission fee | 200,000 JPY          | 200,000 JPY        |
| Tuition       | 950,000 JPY          | 475,000 JPY        |
| <b>Total</b>  | <b>1,150,000 JPY</b> | <b>675,000 JPY</b> |

- Faculty of Letters, Faculty of Education

| Fees          | Standard             | Half Exemption     |
|---------------|----------------------|--------------------|
| Admission fee | 200,000 JPY          | 200,000 JPY        |
| Tuition       | 970,000 JPY          | 485,000 JPY        |
| <b>Total</b>  | <b>1,170,000 JPY</b> | <b>685,000 JPY</b> |

- Faculty of Science and Engineering

| Fees            | Standard             | Half Exemption     |
|-----------------|----------------------|--------------------|
| Admission fee   | 200,000 JPY          | 200,000 JPY        |
| Tuition         | 1,280,000 JPY        | 640,000 JPY        |
| Laboratory fees | 90,000 JPY           | 45,000 JPY         |
| <b>Total</b>    | <b>1,570,000 JPY</b> | <b>885,000 JPY</b> |

- Faculty of International Liberal Arts

| Fees          | Standard             | Half Exemption     |
|---------------|----------------------|--------------------|
| Admission fee | 200,000 JPY          | 200,000 JPY        |
| Tuition       | 1,210,000 JPY        | 605,000 JPY        |
| <b>Total</b>  | <b>1,410,000 JPY</b> | <b>805,000 JPY</b> |

- \* Additionally, 19,000 JPY is required for Gakuyu-kai Club Association fees upon enrollment.
- \* Pay the above fees for a half year or one year at once by the deadline.
- \* Successful candidates willing to enter a dormitory will have the referred fees added to the invoice, and must pay all fees by the deadline.
- \* The Admission fee and Gakuyu-kai Club Association fee cannot be exempted.
- \* From the second year, the tuition and laboratory fees will need to be paid.
- \* Registration fee (30,000JPY/ semester) will be charged when taking a leave of absence.

## Application Flow

- ① Check the application guidelines and prepare the required documents.
- ② Create an account at the web application page.
- ③ Through the web account, choose the program you want to apply for, fill in its application form and write down the “Statement of Purpose” and the “Study Plan”.
- ④ Upload the required documents to the web application page in PDF or JPEG format.
- ⑤ Send all documents by mail to the International Affairs Office of Soka University.

