

Pre-Arrival Admissions Exam
Frequently Asked Questions for Applicants

● Application Period/Exam Date

Can I choose an examination date? Can I choose the other dates outside of the indicated dates?

--- No. Examination (online interview) will be scheduled on one of the designated examination dates. The exam dates cannot be scheduled outside of the scheduled dates.

Could you check if my application is complete? Can I get my applications preliminary reviewed?

--- No. It is your responsibility to make sure whether you have submitted all the required documents.

● Eligibility

I am in the second semester of college. Can I apply?

--- Yes as long as you will either complete or leave your current program before you enter Toyo University.

I have completed the undergraduate study. Can I apply?

---Yes.

● Transcript

I am in the second semester of college. Do I need to get a transcript from high school? Can I apply just with my grades from my current university?

--- You must submit a transcript from high school. You are also advised to additionally submit a transcript from any schools you attended after high school.

● Application Fee

Do I need to pay the application fee?

--- All applicants must pay JPY 10,000 application fee. It can be paid ONLY by credit card.

● Reason for Application form

Should it be hand written or typed?

--- Applicant for Faculty of Information Networking for Innovation and Design (INIAD) must type the Reason for Application essay. For applicant for other faculty, it can be typed or hand-written. If you are going to hand-write, please be sure to write legibly.

If typed, is there any specific font type or size required?

--- There is no specific requirement for font type/size.

Should I complete 5 pages?

--- As long as you address the topics given, you are not required to fill 5 pages.

● Recommendation Letter

The letter of recommendation had to come from the dean of the university last year. However, on this year's guidelines, it says anyone in a position of authority may prepare the letter of recommendation. Would a recommendation letter from my academic advisor be sufficient?

--- As long as the person can comment on your academic ability and personality as a student and the letter comes on a school's letterhead, the recommender does not have to be the Dean.

● Document Format

In what format should I submit my documents?

--- Please submit all the documents in PDF format.

● Registered Name

Should I use the name order at the bottom of the passport <ICAO: Machine-readable part>, or the order next to my photo?

--- Use the name order next to your photo.

Write your name exactly as it appears in your passport including middle name.