

Toyo University

Graduate Schools

Admission in Fall 2026

Application Guidelines

[Entrance Examinations Offered to International Applicants Overseas]

This application guideline is applicable only to applicants residing outside Japan

- Graduate School of Information Sciences and Arts
Course of Information Sciences and Arts (Master's and Doctoral Programs)

The entrance examination described in this application guideline is for

- (1) persons who are nationals of countries other than Japan and
reside outside Japan at the time of application or the time of taking the entrance examination
- (2) persons who satisfy the standards of language proficiency
(English or Japanese) set by Toyo University.

*All dates and times in the application guidelines are based on Japan Standard Time (JST).

*If there are any discrepancies between the Japanese version and the English version,
the Japanese version shall take precedence.

These application guidelines contain all the information from application to admission procedures, so please read them carefully to ensure that all procedures are followed correctly.

In case of any changes or corrections to the application guidelines, or in the event that special measures are taken due to a major natural disaster, etc., details will be posted on the “Graduate School Admissions” (大学院入試情報) on Toyo University website as necessary.

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[Handling of personal information]

Address, name, and other personal information submitted at the time of application will be used for the purposes of (1) receiving applications, (2) conducting entrance examinations, (3) announcement of application results, (4) admission procedure, (5) pre-enrollment education, and other related matters. Some of these operations will be outsourced to subcontractors designated by Toyo University. We may provide personal information to subcontractors when outsourcing work.

Flowchart to Check before Applying for the Entrance Examinations Offered to International Applicants Overseas

Before applying, please check the flowchart below whether you are eligible for the Entrance Examinations Offered to International Applicants Overseas.

Applicants for the Entrance Examinations Offered to International Applicants Overseas must meet both of the following conditions.

(1) Persons who are nationals of countries other than Japan and reside outside Japan at the time of application or the time of taking the entrance examination

*Those whose status of residence/visa is “Permanent” or “Student”, or who have a status of residence/visa that enables a long term stay in Japan at the time of application or the time of taking the entrance examination, are not eligible for this examination.

(2) Persons who satisfy the standards of language proficiency (English or Japanese) set by Toyo University

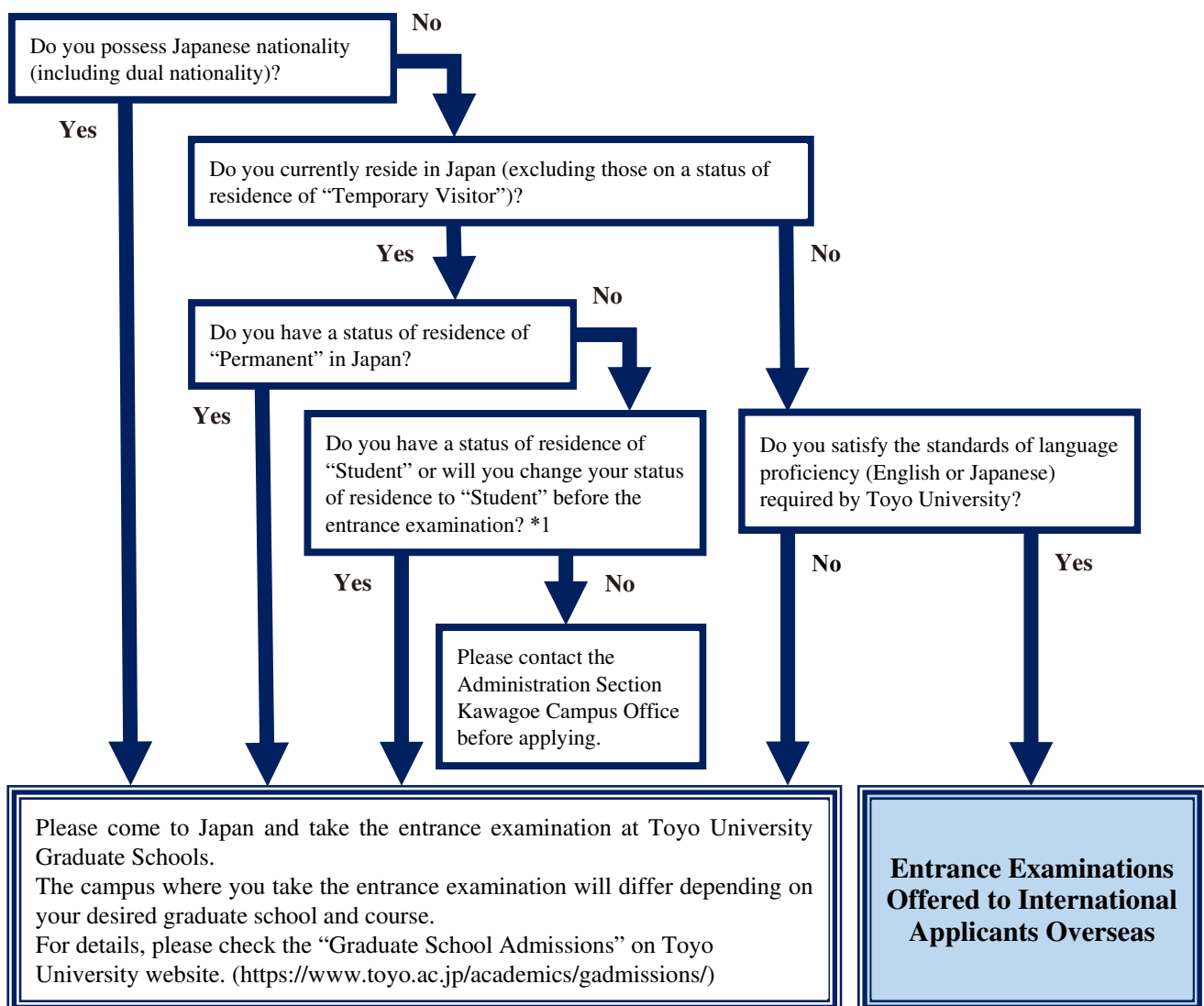
*For details on the language proficiency requirements set by Toyo University, please refer to the “Application Documents” section on pp. 10-12.

English: 1) IELTS Academic Module 6.0 or higher

or

2) TOEFL Internet-based Test (iBT, *including Home Edition) 80 or higher

Japanese: 320 or higher on the 'Examination for Japanese University Admission for International Students (EJU) (Japanese as a Foreign Language)' (excluding the writing section) administered by the Japan Student Services Organization (JASSO)



*1 Please contact directly to the Immigration Services Agency regarding whether you can change your status of residence to “Student” or not.

Procedures from Application to Admission

1	Check application eligibility and determine whether the preliminary screening is required or not	pp. 5-8
2	Select a course and a desired academic supervisor/research theme	p. 9
3	Contact a desired academic supervisor and confirm your research theme with him/her	p. 9
4	Receive an application passcode from the university by email	pp. 8-9
5	Prepare an email address for application, application documents, and a credit card for payment of the application fee	pp. 13-14
6	Register your application	pp. 10-14
7	Payment of the application fee	p. 14
8	Receive an application number and a security code for My Page from the university by email	pp. 13-14
9	Upload application documents on My Page	pp. 10-14
10	Check an examinee number on My Page	pp. 13-14
11	Check the examination screening method on My Page	pp. 13-14
12	Connection test for online interview	pp. 13-14
13	Entrance examination: online interview	pp. 13-14
14	Check the announcement of application results on My Page	p. 15
15	Admission procedures	pp. 15-17
16	Application for a Certificate of Eligibility	p. 16, 18-19
17	Issuance of a Certificate of Eligibility	p. 16, 18-19
18	Apply for a student visa at the Japanese diplomatic mission in your home country or country of residence	p. 16, 18-19
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20	Arrival in Japan	p. 16
21	Attend the entrance ceremony and the enrollment procedure	p. 16

Graduate School, Course and Admission Capacity, etc.

Graduate School	Course	Master's Program*	Doctoral Program*	Class times	Admission begins	Campus	Languages used in classes
Information Sciences and Arts	Information Sciences and Arts	15	3	Day Course	Fall	Kawagoe	Japanese English

* The admission capacity above includes the number of enrolled students from other categories of entrance examinations.

Entrance Examination Schedule

Graduate School	Course	Period to choose and confirm academic supervisor	Application Period	Examination date and time	Announcement date of application results	Period of admission procedures
Information Sciences and Arts	Information Sciences and Arts	Tuesday, January 20 Tuesday, March 3, 2026	Monday, April 13 Friday, April 17, 2026	Monday, May 11, 2026	Tuesday, May 26, 2026	Tuesday, May 26 Tuesday, June 2, 2026

- **All entrance examination dates are in Japan Standard Time (JST). The examination date and time may be moved forward due to time differences or other reasons.**
- If applicants need to undergo the preliminary screening of application eligibility, please be sure to complete the procedure by the prescribed deadline. Please refer to pp. 5-6 for confirmation of application eligibility.
- In order to avoid discrepancies in research themes after admission, all applicants who wish to take the Entrance Examination Offered to International Applicants Overseas are required to confirm their desired academic supervisor/research theme in advance. Please refer to p. 9 for details, send the complete set of documents to be submitted by email to the Administration Section, Kawagoe Campus Office by the prescribed deadline (for applicants to the Course of Public-Private Partnership, only confirmation of research theme will be conducted). If applicants do not confirm their desired academic supervisor and/or their research theme, they may not be able to take the examination. The final decision of academic supervisor will be made after admission.

Examination Contents

Graduate School	Course	Screening and entrance examination method	Remarks
Information Sciences and Arts	Information Sciences and Arts	Document Review / Online Interview	Online interview will be conducted using the web conferencing system designated by the university. The details will be notified after the application.

Admission Policy

Graduate School	Abilities, Qualities, and Aptitudes Required of Applicants
Information Sciences and Arts	<p>Course of Information Sciences and Arts</p> <p><Master's Program> Based on the applicant's fields of interest, we conduct various entrance examinations using appropriate methods for the three fields of Information Sciences and Arts (Systems Information, Media Information, Psychology and Sports Information) and accept students who demonstrate the following qualities and abilities through interviews, oral examinations, presentations, document screening, etc.</p> <ol style="list-style-type: none"> 1. Students who are motivated to contribute to the establishment of Information Sciences and Arts while growing personally through the process of applying specialized knowledge to actual problems 2. Students who possess communication skills in Japanese or English to explain their research field and the ability to apply information processing technology 3. Students who have knowledge in specialized fields related to Information Sciences and Arts <p><Doctoral Program> We conduct various entrance examinations using appropriate methods based on the characteristics of applicants and accept students who demonstrate the following qualities and abilities through interviews, oral examinations, presentations, document screening, etc.</p> <ol style="list-style-type: none"> 1. Students who are motivated to contribute to the development of Information Sciences and Arts 2. Students who have information processing skills to write programs as needed, the ability to write papers in Japanese or English, and the ability to conduct research 3. Students who have broad knowledge of the social background and related fields in the area of Information Sciences and Arts

Application Eligibility

<Points of attention>

- ★ Applicants who fall under **any of Master's Program application eligibility criteria (11) - (15) and Doctoral Program application eligibility criteria (9) - (11)** are required to undergo preliminary screening of application eligibility prior to application. Please refer to the "Preliminary Screening of Application Eligibility" section (on p. 7) and complete the necessary procedures by the specified dates.
- ★ If applicants who have passed the entrance examination with "expected graduation/expected completion" for application eligibility do not meet such application eligibility by the day before admission, the admission will be cancelled.

1. Master's Program

Applicants must satisfy the application eligibility both (1) and (2), and are also required to meet any of the application eligibility (3) - (15).

In addition, those applying for the Course of Public-Private Partnership must meet the application eligibility (3).

- (1) Applicants are a national of a country other than Japan, and reside outside Japan when applying for or taking the entrance examination.
- (2) Applicants satisfy the standards of language proficiency (English or Japanese) required by Toyo University. (→**For the criteria, please check the "Application Documents" section on pp. 10-12**)

Persons who fall under any of the following provisions are eligible to apply for the Master's Program.

- (3) Persons who graduated from a university prescribed in Article 83 of the School Education Act, or who are expected to graduate by September 15, 2026
- (4) Persons who have earned a bachelor's degree as prescribed in Article 104, Paragraph 7 of the School Education Act, or who are expected to do so by September 15, 2026
- (5) Persons who have completed a 16-year program of school education in a foreign country, or who are expected to do so by September 15, 2026
- (6) Persons who have completed a 16-year program of school education by taking a course in Japan through a correspondence course offered by a school in a foreign country, or who are expected to do so by September 15, 2026
- (7) Persons who have, in Japan, completed a program in an educational facility that is positioned in the school education system of a foreign country as having the program in a university in that foreign country (limited to degree holders who have completed a 16-year program in the school education of the foreign country) and that is designated separately by the Minister of Education, Culture, Sports, Science and Technology, or who are expected to do so by September 15, 2026
- (8) Persons who have earned a degree equivalent to a bachelor's degree by having completed a program of at least three years (including having completed a program through taking a course in Japan through a correspondence course offered by a school in a foreign country, or having completed a program in an educational facility that is positioned in the school education system of the foreign country and has received designation per the preceding item) at a foreign university or other foreign school (limited to those for which the comprehensive status of educational and research activities, etc. has been evaluated by a party certified by the government of the foreign country or a related organization, or to those which have been designated by the Minister of Education, Culture, Sports, Science and Technology as equivalent to the same), or who are expected to do so by September 15, 2026
- (9) Persons who have completed a specialized program (limited to programs of at least four years or that otherwise fulfill criteria prescribed by the Minister of Education, Culture, Sports, Science and Technology) in an advanced vocational school designated separately by, and on or after a date stipulated by, the Minister of Education, Culture, Sports, Science and Technology, or who are expected to do so by September 15, 2026
- (10) Persons designated by the Minister of Education, Culture, Sports, Science and Technology
- (11) Persons who were enrolled at a university for three years or more and who have been recognized by Toyo University Graduate Schools as having earned the prescribed credits with excellent grades (→**Please check the "Preliminary Screening of Application Eligibility" section on p. 7**)
- (12) Persons who have completed a 15-year program of school education in a foreign country or who have completed a 15-year program of school education in the foreign country by taking a course in Japan through a correspondence course offered by a school in a foreign country, and who have been recognized by Toyo University Graduate Schools as having earned the prescribed credits with excellent grades (→**Please check the "Preliminary Screening of Application Eligibility" section on p. 7**)
- (13) Persons who have, in Japan, completed a program in an educational facility that is positioned in the school education system of a foreign country as having the program in a university in that foreign country (limited to degree holders who have completed a 15-year program in the school education of the foreign country) and that is designated separately by the Minister of Education, Culture, Sports, Science and Technology, and who have been recognized by

Toyo University Graduate Schools as having earned the prescribed credits with excellent grades (→**Please check the “Preliminary Screening of Application Eligibility” section on p. 7)**

- (14) Persons who have enrolled in a graduate school as prescribed in Article 102, Paragraph 2 of the School Education Act and who have been recognized by Toyo University Graduate Schools as having academic ability suitable for undergoing education in a graduate school (→**Please check the “Preliminary Screening of Application Eligibility” section on p. 7)**
- (15) Persons of age 22 or older who have been recognized by Toyo University Graduate Schools through individual admission qualification screening as having academic ability equal to or higher than that of university graduates (→**Please check the “Preliminary Screening of Application Eligibility” section on p. 7)**

2. Doctoral Program

Applicants must satisfy the application eligibility both (1) and (2), and are also required to meet any of the application eligibility (3) - (11).

- (1) Applicants are a national of a country other than Japan, and reside outside Japan when applying for or taking the entrance examination.
- (2) Applicants satisfy the standards of language proficiency (English or Japanese) required by Toyo University. (→**For the criteria, please check the “Application Documents” section on pp. 10-12)**

Persons who fall under any of the following provisions are eligible to apply for the Doctoral Program.

- (3) Persons who have a master's degree or who are expected to earn one by September 15, 2026
- (4) Persons who have a professional degree or who are expected to earn one by September 15, 2026
- (5) Persons who have earned a degree equivalent to a master's degree or a professional degree in a foreign country, or who are expected to do so by September 15, 2026
- (6) Persons who have taken a course in Japan through a correspondence course offered by a school in a foreign country and who have earned a degree equivalent to a master's degree or a professional degree, or who are expected to do so by September 15, 2026
- (7) Persons who have, in Japan, completed a program in an educational facility that is positioned in the school education system of a foreign country as having the program in a graduate school in that foreign country and that is designated separately by the Minister of Education, Culture, Sports, Science and Technology, and who have earned a degree equivalent to a master's degree or a professional degree, or who are expected to do so by September 15, 2026
- (8) Persons who have completed a program at the United Nations University as prescribed in Article 156, Item 4 of the Ordinance for Enforcement of the School Education Act and who have earned a degree equivalent to a master's degree, or who are expected to do so by September 15, 2026
- (9) Persons who have passed the equivalent of an examination and screening as prescribed in Article 16-2 of the Standards for the Establishment of Graduate Schools in a school, etc. in a foreign country as prescribed in Article 156, Item 5 of the Ordinance for Enforcement of the School Education Act and who have been recognized by Toyo University Graduate Schools as having academic ability equal to or higher than that of persons who have a master's degree (→**Please check the “Preliminary Screening of Application Eligibility” section on p. 7)**
- (10) Persons designated by the Minister of Education, Culture, Sports, Science and Technology (→**Please check the “Preliminary Screening of Application Eligibility” section on p. 7)**
- (11) Persons of age 24 or older who have been recognized by Toyo University Graduate Schools through individual admission qualification screening as having academic ability equal to or higher than that of persons who have a master's degree or a professional degree (→**Please check the “Preliminary Screening of Application Eligibility” section on p. 7)**

Preliminary Screening of Application Eligibility

1. What is preliminary screening?

If applicants who fall under the following wish to apply for Toyo University Graduate Schools, it may be possible for them to take the entrance examinations subject to passing the preliminary screening. However, applicants are required to satisfy the application eligibility both (1) and (2) on pp. 5-6 (applicants for the Course of Public-Private Partnership (PPP) are required to satisfy the application eligibility (3) also.)

■If there is a possibility that applicants fall under any of the application eligibility (12) to (16) for the master's program, they are required to undergo the preliminary screening to receive a grade evaluation prior to the application period.

■If there is a possibility that applicants fall under any of the application eligibility (9) to (11) for the doctoral program, they are required to undergo the preliminary screening to receive an evaluation to determine whether they have academic ability equivalent to persons holding a master's degree or a professional degree prior to the application period.

*Applicants who fall under the application eligibility (3) - (10) of Master's Program and the application eligibility (3) - (8) of Doctoral Program are not required to undergo "preliminary screening" procedures when applying to take the Toyo University Graduate School's entrance examination.

2. Period of acceptance and submission method

●Period of acceptance

From Tuesday, January 20, 2026 to **Friday, February 6, 2026 (JST)**

*No applications will be accepted outside of this period.

●Submission method

• Send the complete set of documents to be submitted by email to the Administration Section, Kawagoe Campus Office (Email: mlkdaigakuin@toyo.jp).

• Prepare and submit the documents by downloading the forms designated by the university from the "Entrance Examinations Offered to International Applicants Overseas (Kawagoe Campus)" of the "Graduate School Admissions" on Toyo University website

(https://www.toyo.ac.jp/academics/gadmissions/other_admissions_en/overseas_kawagoe/). Confirm the procedure forthwith, as it takes time to prepare the documents to be submitted.

3. Documents to be submitted

• See "Application Documents" on pp. 10-12 for details on the documents to be submitted.

• The language used in the documents should be the same as that used in the classes (English or Japanese). The language used in the classes depends on the desired Graduate School and Course. For details, see "Graduate School, Course and Admission Capacity, etc." on p. 3.

• The language of the documents to be submitted differs as follows, depending on the document No. 8

Certificates of Language Proficiency of the application documents (pp. 10-12).

(1) If you plan to submit a Certificate of English Language Proficiency at the time of application, prepare the documents No. 1-4 in English and submit the ①Certificate of English Language Proficiency as the document No. 8 Certificates of Language Proficiency.

(2) If you plan to submit a Certificate of Japanese Language Proficiency at the time of application, prepare the documents No. 1-4 in Japanese and submit the ②Certificate of Japanese Language Proficiency as the document No. 8 Certificates of Language Proficiency.

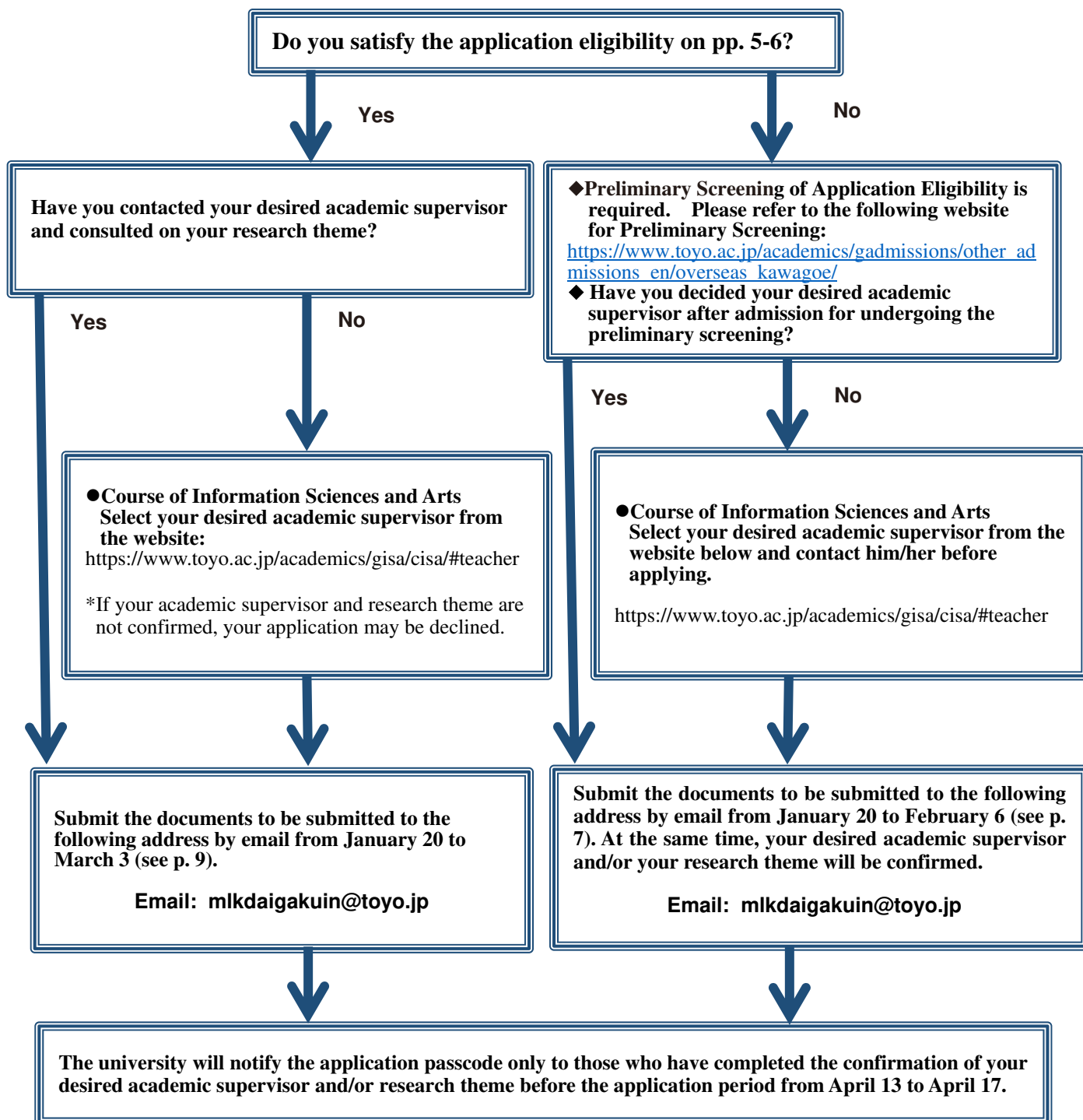
(3) Documents other than (1) and (2) must be written in English or Japanese. If the document is written in a language other than English or Japanese, be sure to attach a translation in English or Japanese certified by an official institution, language school, or the school from which the applicant graduated.

(4) When you attach documents to email, PDFs (documents issued in digital form or scanned copies of the original) are acceptable.

No.	Documents to be submitted		Format	Notes
1	Application Form for Preliminary Screening of Application Eligibility		Form designated by Toyo University	—
2	Curriculum Vitae		Form designated by Toyo University	—
3	Personal Statement (Self-Assessment) and Reason for Your Application		Form designated by Toyo University	—
4	Research Plan		Form designated by Toyo University	—
5	Photo [30mm (W) x 40mm (H)]		—	Taken within 3 months
6	Certificate(s) of (Expected) Graduation and/or Certificate(s) of (Expected) Completion issued by the last university/graduate school (certificate clearly stating the degree obtained)		PDFs (documents issued in digital form or scanned copies of the original)	The original (or a certified copy of the original) must be submitted to the university at the time of admission.
7	Academic Transcript issued by the last university/graduate school (Academic Transcript including the latest information)		PDFs (documents issued in digital form or scanned copies of the original)	The original (or a certified copy of the original) must be submitted to the university at the time of admission.
8	Certificates of Language Proficiency (either of ① or ②) *Please refer to «Exception» on pp. 11-12.	①Certificate of English Language Proficiency (IELTS Academic Module 6.0 or higher; or TOEFL iBT 80 or higher) ②Certificate of Japanese Language Proficiency (320 or higher on the 'Examination for Japanese University Admission for International Students (EJU) (Japanese as a Foreign Language)' (excluding the writing section) administered by the Japan Student Services Organization (JASSO))	PDFs (documents issued in digital form or scanned copies of the original)	The original must be submitted to the university at the time of admission.
9	Photocopy of Passport		—	—
10	Others (certificate of receipt of scholarship payment, etc.)		—	—

Note that documents and certificates submitted for preliminary screening will not be returned.

Application Eligibility for the Entrance Examinations Offered to International Applicants Overseas



Application Passcode

An Internet environment is required to apply. Access the online application website from the “Graduate School Admissions” on Toyo University website and register your application.

*An application passcode is required to access the online application website. This passcode will be notified by email only to those who have completed the confirmation of your desired academic supervisor and/or research theme by the prescribed deadline.

Confirmation of Desired Academic Supervisor/Research Theme

1. What is confirmation of desired academic supervisor/research theme?

In order to avoid discrepancies in research themes after admission, Toyo University Graduate Schools require all applicants who wish to take the Entrance Examination Offered to International Applicants Overseas to confirm their desired academic supervisor and/or their research theme in advance. Please check the following website, send the complete set of documents to be submitted by email to the Administration Section, Kawagoe Campus Office by the prescribed deadline. If applicants do not confirm their desired academic supervisor and/or their research theme, they may not be able to take the examination. The final decision of academic supervisor will be made after admission. The university will notify the application passcode by email only to those who have completed the confirmation of desired academic supervisor and/or their research theme by the prescribed deadline.

- Graduate School of Information Sciences and Arts, Course of Information Sciences and Arts
(Master's and Doctoral Programs) <https://www.toyo.ac.jp/staff/gisa/>

2. Period of acceptance and submission method

● Period of acceptance

From Tuesday, January 20, 2026 to Tuesday, March 3, 2026 (JST)

*No applications will be accepted outside of this period.

● Submission method

- Send the complete set of documents to be submitted by email to the Administration Section, Kawagoe Campus Office (Email: mlkdaigakuin@toyo.jp).
- Prepare and submit the documents by downloading the forms designated by the university from the “Entrance Examinations Offered to International Applicants Overseas (Kawagoe Campus)” of the “Graduate School Admissions” on Toyo University website:
(https://www.toyo.ac.jp/academics/gadmissions/other_admissions_en/overseas_kawagoe/).
Confirm the procedure forthwith, as it takes time to prepare the documents to be submitted.

3. Documents to be submitted

- See “Application Documents” on pp. 10-12 for details on the documents to be submitted.
- The language of the documents to be submitted differs as follows, depending on the document No. 8
Certificates of Language Proficiency of the application documents (pp. 10-12).

- (1) If you plan to submit a Certificate of English Language Proficiency at the time of application, prepare the documents No. 1-4 in English and submit the ①Certificate of English Language Proficiency as the document No. 8 Certificates of Language Proficiency.
- (2) If you plan to submit a Certificate of Japanese Language Proficiency at the time of application, prepare the documents No. 1-4 in Japanese and submit the ②Certificate of Japanese Language Proficiency as the document No. 8 Certificates of Language Proficiency.
- (3) Documents other than (1) and (2) must be written in English or Japanese. If the document is written in a language other than English or Japanese, be sure to attach a translation in English or Japanese certified by an official institution, language school, or the school from which the applicant graduated.
- (4) When you attach documents to email, PDFs (documents issued in digital form or scanned copies of the original) are acceptable.

No.	Documents to be submitted		Format	Notes
1	Application Form for Confirmation of Desired Academic Supervisor/Research Theme		Form designated by Toyo University	—
2	Curriculum Vitae		Form designated by Toyo University	—
3	Personal Statement (Self-Assessment) and Reason for Your Application		Form designated by Toyo University	—
4	Research Plan		Form designated by Toyo University	—
5	Photo [30mm (W) x 40mm (H)]		—	Taken within 3 months
6	Certificate(s) of (Expected) Graduation and/or Certificate(s) of (Expected) Completion issued by the last university/graduate school (certificate clearly stating the degree obtained)		PDFs (documents issued in digital form or scanned copies of the original)	The original (or a certified copy of the original) must be submitted to the university at the time of admission.
7	Academic Transcript issued by the last university/graduate school (Academic Transcript including the latest information)		PDFs (documents issued in digital form or scanned copies of the original)	The original (or a certified copy of the original) must be submitted to the university at the time of admission.
8	Certificates of Language Proficiency (either of ① or ②) *Please refer to «Exception» on pp. 11-12.	①Certificate of English Language Proficiency (IELTS Academic Module 6.0 or higher; or TOEFL iBT 80 or higher) ②Certificate of Japanese Language Proficiency (320 or higher on the 'Examination for Japanese University Admission for International Students (EJU) (Japanese as a Foreign Language)' (excluding the writing section) administered by the Japan Student Services Organization (JASSO))	PDFs (documents issued in digital form or scanned copies of the original)	The original must be submitted to the university at the time of admission.
9	Photocopy of Passport		—	—
10	Others (certificate of receipt of scholarship payment, etc.)		—	—

Note that documents and certificates submitted for the confirmation of desired academic supervisor/research theme will not be returned.

Application Documents

As for the application procedures, applicants are required to “enter their information on the online application website,” “upload application documents on My Page,” and “transfer the application fee.”

Application documents differ depending on the graduate school, course and program (master’s program/doctoral program) that applicant wishes to apply for, so check the following list of application documents.

*To prepare the documents, download the forms designated by the university from the “Entrance Examinations Offered to International Applicants Overseas (Kawagoe Campus)” of the “Graduate School Admissions” on Toyo University website. (https://www.toyo.ac.jp/academics/gadmissions/other_admissions_en/overseas_kawagoe/)

***Please submit the application documents as follows. The examination will be implemented in the language of the submitted Certificates of Language Proficiency.**

- (1) If the language you wish to use in the examination is English, prepare the documents No. 1-6 in English and submit the ①Certificate of English Language Proficiency as the document No. 7 Certificates of Language Proficiency.
- (2) If the language you wish to use in the examination is Japanese, prepare the documents No. 1-6 in Japanese and submit the ②Certificate of Japanese Language Proficiency as the document No. 7 Certificates of Language Proficiency.
- (3) Documents other than (1) and (2) must be written in English or Japanese. If the document is written in a language other than English or Japanese, be sure to attach a translation in English or Japanese certified by an official institution, language school, or the school from which the applicant graduated.

☐ Documents to be submitted

*Documents marked with ● in the table below must be uploaded and/or submitted at the time of admission.

No.	Upload	Submission at the time of admission	Application Documents	Format
1	●	—	Application Form	Form designated by Toyo University
2	●	—	Curriculum Vitae	Form designated by Toyo University
3	●	—	Personal Statement (Self-Assessment) and Reason for Your Application *1	Form designated by Toyo University
4	●	—	Research Plan	Form designated by Toyo University
5	●	—	Short Essay	Form designated by Toyo University
6	●	—	Financial Statement	Form designated by Toyo University
7	●	● Original	<div style="display: flex;"> <div style="flex: 1;"> Certificates of Language Proficiency (either of ① or ②) *Please refer to 《Exception》 on pp. 11-12. </div> <div style="flex: 2;"> ①Certificate of English Language Proficiency (IELTS Academic Module 6.0 or higher; or TOEFL iBT 80 or higher) ②Certificate of Japanese Language Proficiency (320 or higher on the 'Examination for Japanese University Admission for International Students (EJU) (Japanese as a Foreign Language)' (excluding the writing section) administered by the Japan Student Services Organization (JASSO)) </div> </div>	[Upload] PDFs (documents issued in digital form or scanned copies of the original) [Submission at the time of admission] Original
8	●	●	Portrait Photo [3cm (W) x 4cm (H)]	—
9	●	●	Photocopy of Passport	—
10	●	● Original	Certificate(s) of (Expected) Graduation and/or Certificate(s) of (Expected) Completion issued by the last university/graduate school (certificate clearly stating the degree obtained)	[Upload] PDFs (documents issued in digital form or scanned copies of the original) [Submission at the time of admission] Original (or a certified copy of the original)
11	●	● Original	Academic Transcript issued by the last university/graduate school (Academic Transcript including the latest information)	[Upload] PDFs (documents issued in digital form or scanned copies of the original) [Submission at the time of admission] Original (or a certified copy of the original)
12	●	● Original	Two Letters of Recommendation	Form designated by the university or any format [Upload] PDFs (documents issued in digital form or scanned copies of the original) [Submission at the time of admission] Original
13	●	—	Others (certificate of receipt of scholarship payment, etc.)	—

- **Application documents must be uploaded from My Page.**
- Upload PDF files on My Page. Keep the application documents in a safe place as some documents (documents No.8-13) must be submitted to the university after acceptance.
- It may take some time to receive certificates after application. Allow sufficient time for preparation.
- If any false information is found in the application, the applicant will not be allowed to take the examination. If any falsehoods are found after the announcement of application results, the announcement will be cancelled.
- Applications will only be accepted for graduate school and course where confirmation of the desired academic supervisor and/or research theme has been completed.
- **Please note that your application will not be accepted if there are any deficiencies in your documents.**

1. Application Form

Form designated by Toyo University

2. Curriculum Vitae

Form designated by Toyo University

3. Personal Statement (Self-Assessment) and Reason for Your Application

Form designated by the university

*1 Applicants for the Course of Public-Private Partnership in the Graduate School of Economics are exempted.

4. Research Plan

Form designated by Toyo University

5. Short Essay

Form designated by Toyo University

6. Financial Statement

Form designated by Toyo University

7. Certificates of Language Proficiency (Certificate of English Language Proficiency or Certificate of Japanese Language Proficiency)

①Certificate of English Language Proficiency (IELTS or TOEFL)

Submit a document proving the official score of one of the following tests:

1) IELTS Academic Module 6.0 or higher

*Scores from the IELTS General Training Module cannot be used.

2) TOEFL Internet-based Test (iBT, *including Home Edition) 80 or higher

*Scores from TOEFL-ITP (Institutional Test Program) cannot be used.

*Scores from other tests cannot be used.

*Scores of English language proficiency must be obtained on or after April 1, 2024

《Exception》 Applicants who meet one of the following conditions are exempt from submitting a score.

① Applicants whose first language is English, and have lived in and received their education in a country where the official language is English: Ireland, the U.K, Australia, Canada, New Zealand, and the U.S.A.

② Applicants who have formally graduated from or are expected to graduate from an English language university or graduate school in one of the following countries: Ireland, India, the U.K, Australia, Canada, Caribbean countries, Singapore, New Zealand, the Philippines, and the U.S.A.

③ Other than ① and ②, those who are allowed to exempt from submitting a score by Toyo University

②Certificate of Japanese Language Proficiency

You must have scored 320 or higher on the 'Examination for Japanese University Admission for International Students (EJU) (Japanese as a Foreign Language)' (excluding the writing section) administered by the Japan Student Services Organization (JASSO).

*For the score of the EJU, submit the score from one of the tests conducted in June or November 2025, or June or November 2024. Combining scores from multiple test dates is not permitted.

Print and submit the document from the 'Score Confirmation Exclusive Page' of your EJU personal account (MyPage) that shows your name, date of birth, exam registration number, test subjects taken, and score that meets the application requirements.

《Exception》 If the university deems it unnecessary to submit the Certificate of Japanese Language Proficiency, applicants are not required to submit it.

8. Portrait Photo

Taken within three months before the application, 3cm x 4cm (width x height) in size, upper body (from the shoulders up), no hat, facing forward without a background, glossy color photo (any clothing acceptable). Silk finish (matte) photos, black and white photos and snapshots are not acceptable. Photo taken with glasses on if you will be wearing glasses during the interview. The photo will be used for the Student ID Card until completing graduate school.

9. Photocopy of Passport (page with name and portrait photo)

Photocopy of pages with your name, portrait photo, date of birth, passport number, expiration date, etc.

10. Certificate(s) of (Expected) Graduation and/or Certificate(s) of (Expected) Completion issued by the last university/graduate school (certificate clearly stating the degree obtained)

- If the degree you obtained is not specified on the certificate, submit a certificate clearly stating the degree obtained together with the above-mentioned certificate.
- Applicants for the master's program must submit a Certificate of (Expected) Graduation from their undergraduate program. Those who have completed (or are expected to complete) a graduate program must also submit a Certificate of (Expected) Completion from their graduate school.
- Certificates must be written in English or Japanese. If the certificate is written in a language other than English or Japanese, be sure to attach a translation in English or Japanese certified by an official institution, language school, or the school from which the applicant graduated.
- Toyo University may make inquiries about the contents of the certificate to the university or graduate school that issued the certificate.

11. Academic Transcript issued by the last university/graduate school (Academic Transcript including the latest information)

- Applicants for the master's program must submit an Academic Transcript from their undergraduate program. Those who have completed (or are expected to complete) a graduate program must also submit an Academic Transcript from their graduate school.
- Academic transcripts must be written in English or Japanese. If the academic transcript is written in a language other than English or Japanese, be sure to attach a translation in English or Japanese certified by an official institution, language school, or the school from which the applicant graduated.
- Toyo University may make inquiries about the contents of the certificate to the university or graduate school that issued the certificate.

12. Two Letters of Recommendation

Submit using a form designated by Toyo University or any format that covers the contents of the form designated by the university.

- As described below, submit two letters of recommendation written in English or Japanese. If the letter of recommendation is written in a language other than English or Japanese, be sure to attach a translation in English or Japanese certified by an official institution, language school, or the school from which the applicant graduated.

Applicants who have work experience

- One letter of recommendation from your academic supervisor, homeroom teacher or professor teaching a class at last level of education or the university or graduate school the applicant graduated from or is expected to graduate from
- One letter of recommendation from your manager or equivalent at your current or previous workplace

Applicants who do not have work experience

- Two letters of recommendation from your academic supervisor, homeroom teacher or professor teaching a class at last level of education or the university or graduate school the applicant graduated from or is expected to graduate from

13. Others

Submit certificates of receipt of scholarship payment, etc., if any.

[Accommodations for Sitting for the Examination]

Persons who wish for special accommodations for sitting for the entrance examination due to sickness, injury, or disability (such as visual impairment, hearing impairment, physical disability, health impairment, developmental disability, etc.) are asked to consult the Education Affairs Section for Graduate Schools. Examples of such accommodations include: the use of hearing aids, crutches, wheelchairs, or other assistive devices routinely used during the examination; accommodations regarding seat location; accommodations regarding examination time; and other adjustments. The specific accommodations will be determined through prior consultation before the application procedures, taking into account individual symptoms and conditions, and in relation to the preparation of examination sites and other considerations. If you require any accommodations, please be sure to consult the Administration Section, Kawagoe Campus Office prior to your application procedures.

[Note that documents and certificates submitted with the application will not be returned.]

Application Procedures

An Internet environment is required to apply. Access the online application website from the “Graduate School Admissions” on Toyo University website and register your application.

*An application passcode is required to access the online application website. This passcode will be notified by email only to those who have completed the confirmation of your desired academic supervisor and/or research theme by the prescribed deadline.

*This entrance examination is for applicants residing outside of Japan. (You may be asked to submit an ID proving your residence outside of Japan or a certificate of residence to confirm your place of residence at the time of application.)

Be sure to read this “Toyo University Graduate Schools Application Guidelines for Admission in Fall 2026 [Entrance Examinations Offered to International Applicants Overseas] (these guidelines)” carefully before submitting your application. Some application documents (see pp. 10-12 “Application Documents”) may take time to issue, so prepare them well in advance.

STEP 1: Receive an application passcode from the university by email

The university will notify the application passcode necessary for the application registration by email only to those who have completed the confirmation of your desired academic supervisor and/or research theme by the prescribed deadline.

STEP 2: Prepare an email address for the application, application documents and a credit card for payment of the application fee

An email address is required to register the application. In addition, prepare a credit card that can be used to pay the application fee described on p. 14.

STEP 3: Access the online application website and register your application

Select the desired graduate school and course and register your personal information for application.

If you apply to a course other than the one where you have confirmed your desired academic supervisor and/or research theme, your application will be considered invalid.

STEP 4: After application registration, pay the application fee

Payment must be made with a credit card. Remittance from a bank or other financial institution (overseas remittance) will not be accepted. After registering the application, register your payment information and pay the application fee.

STEP 5: Receive an application number and a security code used to log in to My Page from the university by email

When payment of the application fee is completed, the application number and the security code used to log in to My Page will be sent to the registered email address. Use them to log in to My Page and confirm the details of the application registration.

STEP 6: Upload the application documents from My Page

Upload the application documents by referring to the “Application Documents” section on pp. 10-12.

STEP 7: Check the examination information including the examinee number on My Page

The university will check the application documents after STEP 6. If there are no deficiencies, you will be notified of your examinee number.

STEP 8: Check the details of examination on My Page

After being notified of the examinee number in STEP 7, you will be notified of the details of the examination. Check these on My Page. A connection test will be conducted before the examination. The connection test method (date, time, etc.) will be notified along with the details of the test. Be sure to check it.

Application completed

Application Fee

Application Fee: 35,000 yen

- (1) Check the application period in “Entrance Examination Schedule” on p. 3, register your application online and pay the application fee within that period. Applicants who have not registered their application online or paid the application fee by the end of the application period will not be allowed to take the entrance examination.
- (2) **The application fee can only be paid by credit card** (use of a credit card from a person other than the applicant is acceptable)
Upon completing the online application procedure, follow the instructions on the website and complete the payment procedure. Credit cards accepted include Visa, MasterCard, American Express, Diners Club, and JCB.
***Remittance from a bank or other financial institution will not be accepted.**
*Applications can be accepted until 23:00 (JST) on the last day of the application period.
*Once paid, the application fee will not be refunded regardless of the circumstances.

Notes on Application

- (1) Applicants who do not upload all of the application documents will not be allowed to take the examination.
- (2) Applicants residing in Japan are not eligible to apply.
- (3) The application period is based on Japan Standard Time (JST).
- (4) Upload certificates and other documents on My Page.
- (5) Certificates must be written in English or Japanese. If the certificate is written in a language other than English or Japanese, applicants must attach a translation in English or Japanese certified by an official institution, language school, or the school from which they graduated.
- (6) Download the forms designated by Toyo University from the online application website.
- (7) Incomplete applications will not be accepted.
- (8) Submitted application documents and the application fee will not be returned.

Notification of Examination Information

- (1) The university will confirm the application documents after registering the online application website and uploading the application documents on My Page.
If there are no deficiencies, you will be notified of your examinee number on My Page.
- (2) After notifying the examinee number, the time and other details of the examination will be notified separately.

*If an applicant is found to be ineligible to apply as a result of the document screening, the applicant will not be allowed to take the examination.
In such case, we will notify you by email address you registered at the time of application.

Examination Method

- (1) Online interview will be conducted using the Web conference system designated by the university.
- (2) A connection test will be conducted before the examination after notifying the examinee number.
- (3) The following acts may be considered cheating. If judged as cheating, the applicant may not be allowed to take further examinations.
In addition, the results of all entrance examinations for the relevant year will be invalidated.
① A person other than the applicant pretending to be the applicant and taking the examination
② Any other conduct that undermines the fairness of the examination

Announcement of Application Results

- (1) Announcement of application results will be notified to all applicants via My Page regardless of whether they pass or fail.
- (2) We will not respond to any inquiries by phone or email.
- (3) Notification of pass/fail will not be sent by postal mail.
- (4) The opening time of the announcement of application results is scheduled at 11:00 (JST) on the announcement date of application results.

Admission Procedures

Announcement of application results and the admission procedures for successful applicants are explained on My Page. Following the explanation, successful applicants are required to complete the following procedures according to the explanation by the designated deadline.

- (1) Admission procedures (online registration)
Access the “Graduate School Admissions” on Toyo University website and go to the admission procedure website, then register according to the instructions.

- (2) Payment of tuition and fees
Follow the instructions on the “Graduate School Admissions” on Toyo University website to complete the payment procedure.

Payment must be made with a credit card only. (Payment may be made with a credit card in a name other than the applicant. Payment must be made in a lump sum.) Remittance from a bank or other financial institution will not be accepted.

Credit cards accepted include Visa, MasterCard, American Express, Diners Club, and JCB.

*If the procedures (1) and (2) are not completed by the designated deadline, the successful applicant will be deemed to have no intention of entering the university, and the admission will not be accepted. Admission procedures after the deadline will not be accepted.

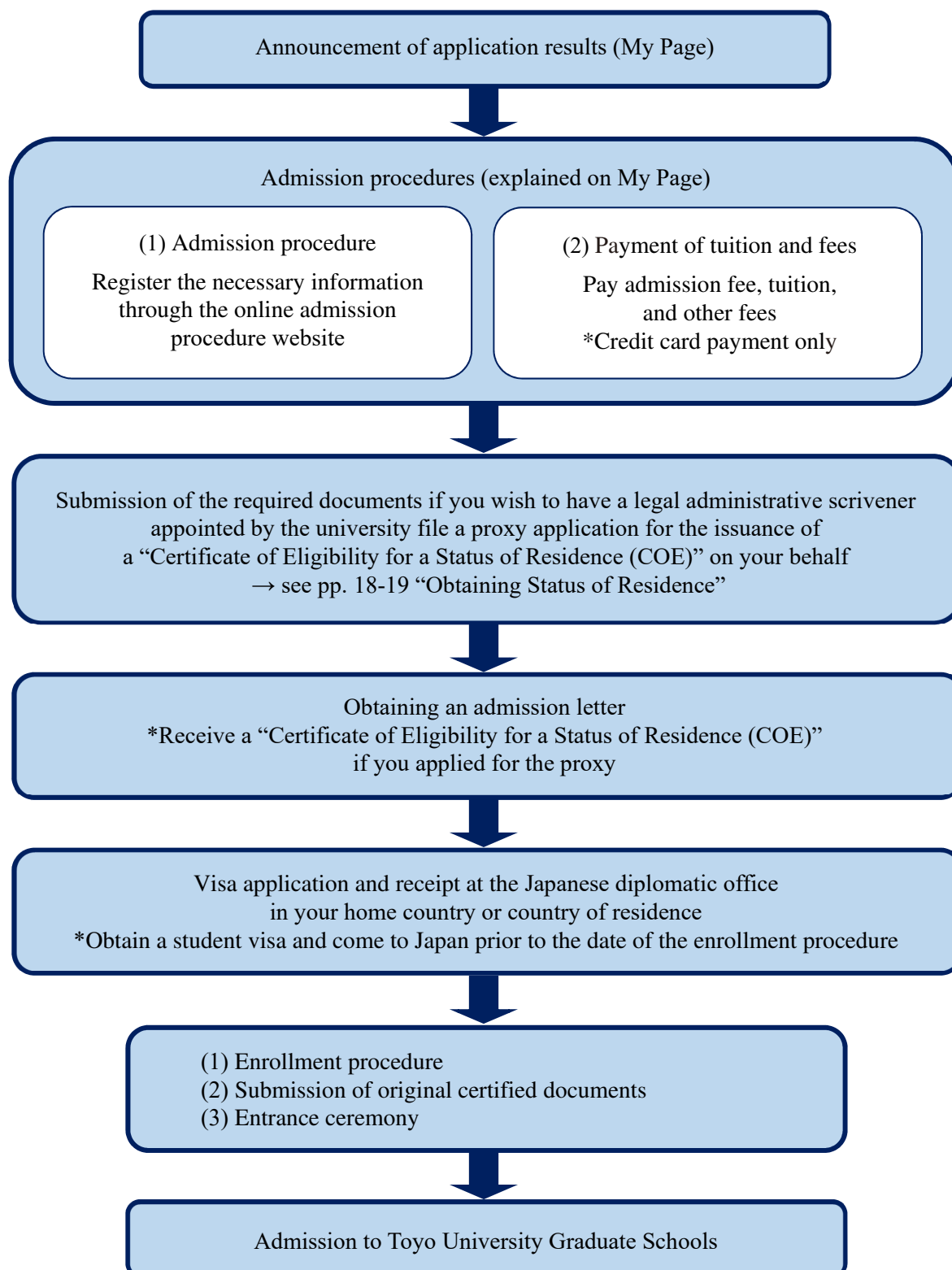
*After the announcement of application results, if successful applicants wish, a legal administrative scrivener appointed by the university can file a proxy application for the issuance of a Certificate of Eligibility for a Status of Residence (COE) (see pp. 18-19 “Obtaining Status of Residence”).

For a proxy application, a “Financial Supporting Document” is required. Please prepare in advance, as it takes time to prepare.

*For details, refer to the “Admission Procedure Guide” provided after announcement of the application results.

Procedures from Acceptance to Admission

Successful applicants are required to pay the admission fee, tuition, and other fees, and submit the admission documents within the designated period. For details, refer to the “Admission Procedure Guide” provided after announcement of the application results. **Note that no procedures will be accepted after the deadline.**



Tuition and Fees

(for AY2026)

(Unit: Yen)

Graduate school / Program			Academic fees				Total
			Admission fee	Tuition	Facility fee	Experiment training fee	
Graduate School of Information Sciences and Arts	Master's Program	From Toyo University*1		550,000	130,000	120,000	800,000
		From other universities	270,000	550,000	130,000	120,000	1,070,000
Course of Information Sciences and Arts	Doctoral program	From Toyo University*1		550,000	80,000	120,000	750,000
		From other universities	270,000	550,000	80,000	120,000	1,020,000

*1. If advancing to a graduate school from an undergraduate faculty of Toyo University (excluding correspondence courses and Toyo University Junior College), the admission fee will be exempt.

If advancing to a Doctoral Program from a Master's Program of Toyo University, the admission fee will be exempt.

Those who have obtained a master's degree from another university's graduate school and advanced to a Doctoral Program of Toyo University, after graduating from an undergraduate faculty of Toyo University, will be exempted from the admission fee.

1. The admission fee is only required in the first academic year.
2. Students can choose to pay the entire amount (full payment) or to pay their tuition, facility fee in two installments per year (installment payment).
3. The admission fee that has been paid will not be refunded for any reason, as it is a “consideration for obtaining a position that will enable the applicant to enroll in a graduate school and course at Toyo University Graduate Schools for which the applicant was accepted.” Submitted documents will not be returned.
4. For those who exceed the prescribed period of study, the amount of payment may change.

Withdrawal from Admission and Refund of Tuition and Fees after the Admission Procedures

If, due to unavoidable circumstances, you wish to withdraw from university admission after completing the admission procedure, you may receive a refund for the tuition and fees that you have paid, **excluding the admission fee**, provided that you submit a request for a refund by the due date using the procedure specified by the university.

For details, see the “Admission Procedure Guide.”

Obtaining Status of Residence

I. Common Points

(1) Status of Residence

Non-Japanese students (individuals who hold nationalities other than Japanese) entering Toyo University are required to possess a student or another medium- or long-term status of residence as of September 16, 2026. It is not possible to enter the University with a short-term status of residence. Please be sure to confirm the contents of “II (2)” below for revocation of enrollment permission.

(2) Student Status of Residence

Non-Japanese students who have been admitted to the University can apply for a student status of residence. (*)

*For undergraduate students

- International undergraduate students admitted to the Evening Course cannot obtain a status of residence of “Student.”

*For graduate students

- International students enrolling in the Concentration in SME Consultant Certification in the Course of Business, Accounting and Finance of the Graduate School of Business Administration cannot obtain the student status of residence.
- The University does not handle proxy applications for status of residence for students who take entrance exams conducted in August, 2026.

(3) Being Eligible for Aid Programs for International Students

Aid programs such as tuition reduction and scholarships available to international students are applicable to those with a student status of residence. While it is possible to enroll in and attend the University with a status of residence other than student that allows for long-term stays in Japan, in such cases, they will not be eligible to apply for the aid programs such as tuition reduction and scholarships. If the student wishes to be eligible for programs for international students, please apply for a change of status of residence.

(4) Pre-procedures and Orientations

As part of the procedures for admission to this University, please ensure that you complete pre-procedures, orientations, and enrollment procedures conducted at each campus. Additionally, depending on the faculty, graduate school, or course, there may be separate pre-procedures, so please make sure to complete those procedures as well.

(5) Withdrawal from Enrollment

If the applicant wishes to withdraw from enrollment due to unavoidable reasons after completing the enrollment procedures and submit the required notification by the deadline, the paid fees excluding the admission fee will be refunded.

(6) Points to Note

Regarding the specified procedures for residence status applications, re-applications, appeal for cancellation, etc., the University shall not be responsible for any disadvantages such as missing classes etc.

(7) Others

Information required before entry into the country will be provided on the following website:

<https://www.toyo.ac.jp/academics/international-exchange/enroll/prearrival/>

II. For Applicants without a Valid Residence Status (Current Non-Residents in Japan)

Non-Japanese students (individuals who hold nationalities other than Japanese) entering Toyo University are required to possess a student or another medium- to long-term status of residence as of September 16, 2026. Even if the procedures take time, the applicant must receive the Certificate of Eligibility and visa and come to Japan by October 15, 2026, submit your residence card to the University, and complete the necessary procedures.

(1) Proxy Application for Certificate of Eligibility (only for student status of residence)

- 1) Upon completion of the prescribed enrollment procedures, you can apply for a proxy issuance of the Certificate of Eligibility to the Immigration Services Agency through an administrative scrivener designated by the University. After examination by the Immigration Services Agency, the Certificate of Eligibility will be issued. Subsequently, please download it from PUGS (Toyo University Residence Status Application System) by yourself and promptly apply for the issuance of the visa at the Japanese diplomatic mission in the applicant's home country or country of residence.
- 2) 'Documents certifying the ability to cover living expenses during the period of stay' are required for proxy applications. As preparation may take time, please ensure you have sufficient time in advance.
- 3) As of October 2025, those who hold the nationality of the Philippines, Vietnam and Nepal must submit the TB Clearance Certificate. Please be sure to check the following website.
The Ministry of Health, Labour and Welfare of Japan (Japan Pre-Entry Tuberculosis Screening) Website
<https://jpets.mhlw.go.jp/jp/>
- 4) If you have previously stayed in Japan and attended a Japanese language school, universities, or vocational schools, your attendance record at that school will also be subject to review.
Please note that if your attendance rate or academic performance was poor, your Certificate of Eligibility may not be issued.
- 5) The Immigration Services Agency will review the Certificate of Eligibility, while the Japanese diplomatic mission in

your country of residence will handle visa issuance.

- 6) The University assumes no responsibility in case of non-issuance or refusal. Please note that proxy applications for reapplication due to non-issuance of the Certificate of Eligibility will not be accepted.
- 7) Changing from short-term to student status of residence within Japan is generally not allowed. The applicant must obtain a visa from the Japanese diplomatic mission in your home country or country of residence before coming to Japan.

(2) Revocation of Enrollment Permission

If confirmation of obtaining a residence card is not received by October 15, 2026, regardless of reasons including periods for re-application or litigation, enrollment permission to the University will be revoked effective on September 15, 2026. In this case, the paid fees excluding the admission fee will be refunded upon completing the necessary procedures.

(3) Expulsion

If the applicant fails to complete the required procedures despite having obtained a residence card by October 15, 2026, he/she will be expelled as of October 15, 2026. In this case, neither the admission fee nor the other paid fees (for the fall semester) will be refunded.

Details will be announced in the “Admission Procedure Guide” distributed after the announcement of application results.

●Inquiry for Status of Residence, Visa, etc.

Your Graduate School	Contact	
All Graduate Schools	Toyo University Support Office for COE and Status of Residence	toyo-pugs@tugs.co.jp

Support Schemes for International Students

1. Partial Tuition Waiver and Scholarships (for reference only; AY 2025 data)

1) Toyo University Partial Tuition Waiver for Privately Financed International Students (To be discontinued as of the spring 2029 semester)

Toyo University Partial Tuition Waiver for Privately Financed International Students scheme is designed to support international students who are enrolled in Toyo University or its graduate schools and to reduce their financial burdens for their everyday living.

[Requirements for the Partial Tuition Waiver]

Tuition and fees	The regular tuition and fees have been paid. *The wavier amount will be refunded after admission.
Status of residence	Privately financed international students with a status of residence of “Student”
Application method	Students who have applied via the on-campus system, ToyoNet-ACE, after admission
Economic situation	Students who have difficulty pursuing their studies due to economic reasons (The monthly amount of financial support [excluding academic fees] students receive from their parents, siblings or other relatives is 120,000 yen or less.)
Description of exemption	30% of total tuition stipulated by the academic rules and regulations (1st Year). To renew the support scheme, students need to go through a prescribed procedure and satisfy certain scholastic performance standard.

2) Masajyuro Shiokawa Scholarship

This scholarship was founded in April 2002, by the late Toyo University Chancellor Masajuro Shiokawa to promote international exchange at Toyo University and to contribute to the education of international students. The scholarship is awarded to privately-financed international students with excellent grades, who are of good character and health, and who intend to contribute to the development of their own countries after completion.

Number of scholarship recipients	No more than two graduate students
Description	Payment of 100,000 yen per month (annual total of 1,200,000 yen); May not be combined with other scholarships
Period	1 year
Selection	Recipients are selected from international students who have an excellent academic record and character, are in good health, and intend to contribute to their home country after completion.

*This scheme is not application-based.

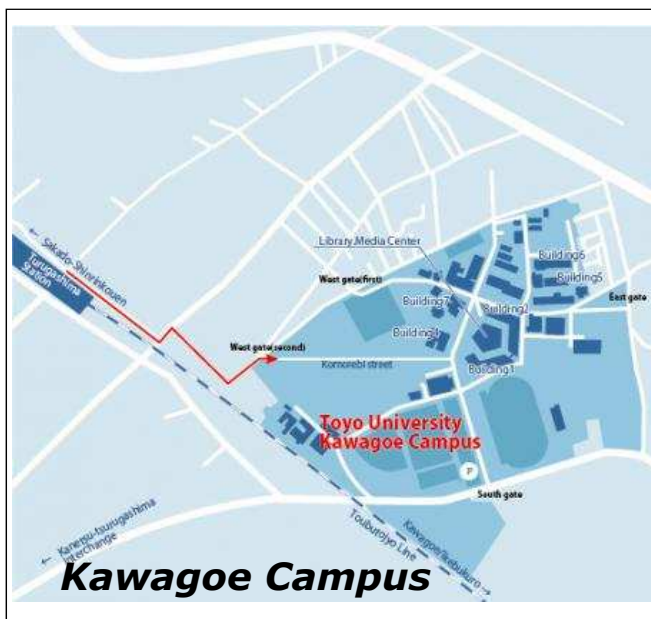
2. Guarantor support (for international students) in looking for an apartment

In Japan, when you rent an apartment, you need a “guarantor.” The guarantor is responsible for paying the rent for the renter if the renter does not pay it. Japanese students usually ask someone closely related to them, for example, their parents, to become their guarantors, which may be difficult for international students. If this applies to you, you may need to use a guarantor company.

Toyo University has had an agreement with Global Trust Networks Co., Ltd. International students of Toyo University who use this company’s guarantor service are entitled to a 20% discount on the guarantor service fee. Global Trust Networks also supports apartment searches in many languages, including Japanese, English, Chinese, Korean, Vietnamese, and Nepalese, and it deals in many apartments for international students.

- For inquiries, contact Global Trust Networks Co., Ltd.
- Website: <https://www.gtn.co.jp/business/rent-warranty/>

Campus Map



Kawagoe Campus

Kawagoe Campus Office, Administration Section

Graduate School of Information Sciences and Arts
Course of Information Sciences and Arts

2100 Kujirai, Kawagoe-shi, Saitama, 350-8585
Email: mlkdaigakuin@toyo.jp

- Tobu Tojo Line, Tsurugashima Station, 10min. walk

Inquiries regarding Entrance Examinations

Kawagoe Campus Office, Administration Section
Email: mlkdaigakuin@toyo.jp