

Toyo University Graduate Schools

< Master's Program >

Course of International Culture and Communication Studies,
Graduate School of Letters

Course of Business Administration and Marketing,
Graduate School of Business Administration

Course of Public-Private Partnership,
Graduate School of Economics

Course of Global Innovation Studies, Course of Regional Development Studies,
Graduate School of Global and Regional Studies

Course of International Tourism Management,
Graduate School of International Tourism Management

< Doctoral Program >

Course of Regional Development Studies,
Graduate School of Global and Regional Studies

Course of International Tourism Management,
Graduate School of International Tourism Management

Application Guidelines for Entrance Examinations (English Track Curriculum)

Fall Admission 2023 / April Admission 2024

- These guidelines consist of contents related to the sitting for entrance examinations, other than Entrance Examinations for the Internal Recommendation Category and Entrance Examinations Offered to International Applicants Overseas. Persons wishing to sit for the entrance examinations mentioned above are asked to see our university website.
- These guidelines include all relevant matters, from application to admission procedures. Please read these guidelines carefully before applying and avoid making mistakes/omissions.
- Any changes, corrections, etc. to the content, etc. of these guidelines and any special measures taken due to natural disasters, etc. will be noted on our university website.
- Application procedures of Entrance Examinations for the Graduate Schools are conducted online. Please follow the instructions on our university website to apply. Application procedures can be started three days prior to the first day of the application periods. Please note that an Internet available environment is needed for various registration procedures and applications after passing the entrance examination. Please make appropriate preparations.
- If there are any discrepancies between the Japanese version and the English version, the Japanese version shall take precedence.

URL for online application ⇒ <https://www.toyo.ac.jp/academics/gadmissions/>

Any changes to these guidelines will be noted at this URL.

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[Regarding the handling of personal information]

Toyo University shall use addresses, names, and other forms of personal information that are contained in applications submitted for the purposes of 1) receiving applications, 2) implementing the entrance examination, 3) announcing application results, 4) conducting admission procedures, and 5) providing pre-admission education, etc., as well as for completing tasks associated with these operations. Toyo University shall outsource some of the above-mentioned operations to a business designated by Toyo University. In some cases, Toyo University will provide personal information it has received to said designated businesses so that it may perform the outsourced operations.

[Contact information]

Application guidelines for Entrance Examinations for the Internal Recommendation Category, Entrance Examinations Offered to International Applicants Overseas, entrance examinations performed on other campuses, and entrance examinations for non-matriculated students, graduate school research students, and international trainees are available separately on our university website. The contact information for each graduate school is as follow.

Names of Graduate Schools	Offices in charge	TEL/Email
Letters, Sociology, Law, Business Administration, Economics, Global and Regional Studies, International Tourism Management	Education Affairs Section for Graduate Schools	03-3945-7251 mldaig-ad@toyo.jp
Science and Engineering, Information Sciences and Arts	Kawagoe Campus Office Education and Student Affairs Section	049-239-1313
Life Sciences, Food and Nutritional Sciences	Itakura Administration Section	0276-82-9119
Information Networking for Innovation and Design	Akabanedai Administration Section (INIAD HUB-1)	03-5924-2612
Social Welfare, Human Life Design, Health and Sports Sciences	Akabanedai Administration Section (WELLB HUB-2)	03-5924-2164

Admission Capacity, etc.

Fall Admission 2023

Graduate School	Course	Admission capacity			Form of class *1	Long-term study plan *2	Campus
		Doctoral Program		Master's Program			
		Master's Program	Doctoral Program				
Economics	Public-Private Partnership	–	–	30	(AY2023) Evening (AY2024) Day and Evening	(AY2023) Hakusan/ Otemachi (AY2024) On-demand, etc./Hakusan *3	
Global and Regional Studies	Global Innovation Studies	–	–	10	Day and Evening	Yes	
	Regional Development Studies	15	5	–			
International Tourism Management	International Tourism Management	15	3	–			

April Admission 2024

Graduate School	Course	Admission capacity			Form of class *1	Long-term study plan *2	Campus
		Doctoral Program		Master's Program			
		Master's Program	Doctoral Program				
Letters	International Culture and Communication Studies	10	–	–	Day	Yes	
Business Administration	Business Administration and Marketing	22	–	–	Day and Evening		
Economics	Public-Private Partnership	–	–	30	Day and Evening	On-demand, etc./Hakusan *3	
Global and Regional Studies	Global Innovation Studies	–	–	10	Day and Evening	Hakusan	
	Regional Development Studies	15	5	–			
International Tourism Management	International Tourism Management	15	3	–			

*1. Toyo University uses a semester system. Forms of class are current as of April 1, 2023.

Any changes will be noted on our university website.

*2. The long-term study plan system is only for the Master's Program (excluding the professional intensive program, Course of Public-Private Partnership, Graduate School of Economics).

See details of the application method, etc. on our university website. (<https://www.toyo.ac.jp/academics/gadmissions/long/>)

*3. As part of its future plan, the Course of Public-Private Partnership in the Graduate School of Economics will start “diversifying learning opportunities” in April 2024 as follows.

1) On weekdays, lectures will be held as remote-learning classes on-demand or in a real time interactive style, and seminars will be held online in the evenings.

2) On Saturdays, in-person lectures and seminars will be held at Hakusan Campus. (For students enrolling in fall 2023, classes in the fall semester of AY2023 will be held at Otemachi Satellite on weekdays and Hakusan Campus on Saturdays. From April 2024, the above new class format will be applied.)

*The admission capacity above includes enrolled students from other categories of entrance examinations, other than students from the “English Track Curriculum.”

*There is no recruitment of new students for English Track Curriculum for the Doctoral Program of the following courses: the Course of International Culture and Communication Studies and the Course of Business Administration and Marketing.

Entrance Examination Schedule

For further details of the examination content, see the pages for each graduate school.

Entrance Examinations for Fall Admission 2023

◆ Examination in August 2023 ◆

Graduate School	Course	Program	Application period	Examination date	Announcement date of application results	Admission procedures period
Economics	Public-Private Partnership (Standard Program only)	Master's	Friday, July 7 Friday, July 14, 2023	Saturday, August 26, 2023	Thursday, August 31, 2023	[One time admission procedure] Thursday, August 31 Wednesday, September 6, 2023
Global and Regional Studies	Global Innovation Studies					
	Regional Development Studies	Master's/ Doctoral				
International Tourism Management	International Tourism Management	Master's/ Doctoral				

Entrance Examinations for April Admission 2024

◆ Examination in August 2023 ◆

Graduate School	Course	Program	Application period	Examination date	Announcement date of application results	Admission procedures period
Letters	International Culture and Communication Studies	Master's	Friday, July 7 Friday, July 14, 2023	Saturday, August 26, 2023	Thursday, September 7, 2023	[Two-time admission procedure] ■[First-phase of the procedure] Thursday, September 7 Thursday, September 14, 2023 ■[Second-phase of the procedure] Thursday, February 29 Wednesday, March 6, 2024
Business Administration	Business Administration and Marketing					
Economics	Public-Private Partnership					
Global and Regional Studies	Global Innovation Studies	Master's/ Doctoral				
	Regional Development Studies					
International Tourism Management	International Tourism Management	Master's/ Doctoral				

◆ Examination in November 2023 ◆

Graduate School	Course	Program	Application period	Examination date	Announcement date of application results	Admission procedures period
Business Administration	Business Administration and Marketing*	Master's	Monday, November 6 Friday, November 10, 2023	Sunday, November 26, 2023	Wednesday, December 6, 2023	[Two-time admission procedure]
Economics	Public-Private Partnership					■[First-phase of the procedure] Wednesday, December 6 Wednesday, December 13, 2023
Global and Regional Studies	Global Innovation Studies					■[Second-phase of the procedure] Thursday, February 29 Wednesday, March 6, 2024

* In the November examination, a written examination and an interview will be conducted in Japanese only.

◆ Examination in February 2024 ◆

Graduate School	Course	Program	Application period	Examination date	Announcement date of application results	Admission procedures period
Letters	International Culture and Communication Studies	Master's	Thursday, January 4 Thursday, January 11, 2024	Saturday, February 17, 2024	Thursday, February 29, 2024	[One-time admission procedure] Thursday, February 29 Wednesday, March 6, 2024
International Tourism Management	International Tourism Management	Master's/ Doctoral				
Business Administration	Business Administration and Marketing	Master's				
Global and Regional Studies	Global Innovation Studies			Sunday, February 18, 2024		
		Regional Development Studies	Master's/ Doctoral			

◆ Examination in March 2024 ◆

Graduate School	Course	Program	Application period	Examination date	Announcement date of application results	Admission procedures period
Economics	Public-Private Partnership	Master's	Friday, February 9 Thursday, February 15, 2024	Saturday, March 2, 2024	Wednesday, March 6, 2024	[One-time admission procedure] Wednesday, March 6 Tuesday, March 12, 2024

Entrance Examination Implementation Month Table

Examination categories and implementation months differ by the course. Please check these on the table below.

Entrance examinations may be taken during the months noted in the cells.

Mature students and international students can also take the entrance examination under the General Category if they meet the application eligibility.

[Fall Admission 2023]

Graduate School	Course	Program	Master's Program					Doctoral Program				
			General	Mature Student	Int'l Student	JICA/Regional Revitalization *1	Internal Recommendation *2	General	Mature Student	Int'l Student	JICA *1	Internal Recommendation *2
Economics	Public-Private Partnership	Standard	August					-				
Global and Regional Studies	Global Innovation Studies		August			-	August	-				
	Regional Development Studies		August					August				
International Tourism Management	International Tourism Management		August					August			-	August

[April Admission 2024]

Graduate School	Course	Program	Master's Program					Doctoral Program					
			General	Mature Student	Int'l Student	JICA/Regional Revitalization *1	Internal Recommendation *2	General	Mature Student	Int'l Student	JICA *1	Internal Recommendation *2	
Letters	International Culture and Communication Studies		August, February				-	August, February	-				
Business Administration	Business Administration and Marketing		August, November *3, February				-	August, February	-				
Economics	Public-Private Partnership	Standard	August, November, March				-	August, February	-				
		Professional Intensive	-	August, November, March	-		August, November, March		-				
Global and Regional Studies	Global Innovation Studies		August, November, February			-	August, February	-					
	Regional Development Studies		August, February					August, February				February	
International Tourism Management	International Tourism Management		August, February					August, February			-	February	

*1. Entrance Examinations for the JICA Volunteer Category will be given for the Master's Program and the Doctoral Program of the Course of Regional Development Studies in the Graduate School of Global and Regional Studies, and the Master's Program of the Course of International Tourism Management Studies in the Graduate School of International Tourism Management only.

Entrance Examinations for the Regional Revitalization Category will be given only for the Course of Public-Private Partnership in the Graduate School of Economics.

*2. Application guidelines for Entrance Examinations for the Internal Recommendation Category are based on other application guidelines. For details, see our university website below.

<https://www.toyo.ac.jp/academics/gadmissions/hakusan/>

*3. In the November examination, a written examination and an interview will be conducted in Japanese only.

Admission Policy

Graduate School	Admission Policy
Letters	<p>Course of International Culture and Communication Studies [Master's Program] The course administers various forms of entrance exams that match various types of applicants, and admits applicants who demonstrate the following qualities and abilities through a written exam, an interview, a document screening, etc. (1) A basic level of proficiency in English and other non-Japanese languages, and the motivation to further increase their language proficiency (2) Basic knowledge of linguistic and cultural diversity and the motivation to further explore that issue (3) Ability to adapt actively and flexibly to the international community to play an important role therein</p>
Business Administration	<p>Course of Business Administration and Marketing [Master's Program] The Course of Business Administration and Marketing will accept students with the following qualities and abilities by conducting a variety of examinations, including a written exam, an oral exam, an interview and a screening of application materials, according to applicants' characteristics: (1) Basic knowledge of business administration and marketing, and abilities necessary to conduct surveys and research (2) Motivation to strive for solutions to problems using specialized knowledge, and having a sufficient level of flexibility to devote efforts toward self-enlightenment and integrating other people's views (3) A spirit of inquiry into things, and the intention to contribute to global and local communities (4) Aspiration to serve as a researcher, educator, or highly skilled professional in academia, business or other organizations in Japan and/or abroad in the future</p>
Economics	<p>Course of Public-Private Partnership [Master's Program] The Course of Public-Private Partnership will accept students with the following qualities and abilities by conducting a variety of examinations, including a pre-assignment, an interview and a screening of application materials, according to applicants' characteristics. (1) General Category: an individual, regardless of his/her field of specialization, who has his/her own view on local economies and communities (which is assessed by an oral exam regarding his/her pre-assignment) and who plans to make use of his/her specialized knowledge on public-private partnership (PPP) acquired in and of the network of personal connections built through this Course (which is assessed by an interview) (2) Mature Student Category and Regional Revitalization Category: an individual who has experience in a PPP-related field or may have a chance to be involved in such a field in the future, and who plans to make use of his/her specialized knowledge on public-private partnership (PPP) acquired in and of the network of personal connections built through this Course (which is assessed by an interview) (3) For international students from overseas, those who have experience in a field related to public-private partnerships in their home country or may be in charge of such a field in the future and have certain views on public-private partnerships (to be evaluated by an oral examination for a preliminary assignment) or those who plan to apply the knowledge and personal connections in public-private partnerships gained through this course in their own career (to be determined based on an interview). (4) Those who have extensive experience and knowledge of public-private partnerships and who have a concrete research plan for working as a professional (to be determined based on the research plan prescribed by the department and an interview).</p>
Global and Regional Studies	<p>Course of Global Innovation Studies [Master's Program] The course administers various forms of entrance exams that match diverse applicants, and admits applicants who demonstrate the following qualities and abilities through an interview, a document screening, or similar such process. (1) A spirit of entrepreneurship characterized by the intention to contribute to the global society through innovation, and the motivation to, for that purpose, acquire practical knowledge, specialized ability based on mastery of English, and leadership (2) Motivation to become a researcher, educator, or highly specialized professional who will play a leading role in academia, companies, NGOs/NPOs or other organizations in the future (3) Basic ability to conduct surveys and research to understand global challenges in contemporary society and solve those challenges, and the motivation to devote positive efforts to improving themselves (4) Academic basis necessary for actively delivering messages to the international community, and the analytical and practical abilities necessary for putting the knowledge into practice (5) A tolerant attitude toward diversity and skills in harmonious communication, both of which are necessary for learning while sharing the same purposes with other students in a diverse environment consisting of Japanese and international students</p> <p>Course of Regional Development Studies [Master's Program] The Course of Regional Development Studies will accept students with the following qualities and abilities by conducting a variety of examinations, including a written exam, an interview and a screening of application materials, according to applicants' characteristics: (1) An individual who possesses knowledge of the current status and issues of regions in Japan and other countries (2) An individual equipped with the ability to understand and analyze the current status and issues of regions (3) An individual who is willing to proactively engage in research and study to understand and address regional issues in Japan and other countries</p> <p>[Doctoral Program] The Course of Regional Development Studies will accept students with the following qualities and abilities by conducting a variety of examinations, including a written exam, an interview and a screening of application materials, according to applicants' characteristics: (1) An individual who has a broad knowledge of the current status and issues of regions in Japan and other countries, and has specialized knowledge and analytical skills (2) An individual who has the ability to understand and analyze the current status and issues of regions and to present his/her findings as research results (3) An individual who has the ability to address the current status and issues of regions in Japan and abroad from a bird's-eye view and who is willing to pursue a career as a researcher to tackle such issues</p>
International Tourism Management	<p>Course of International Tourism Management [Master's Program] The Course of International Tourism Management will accept students with the following qualities and abilities by conducting a variety of examinations, including a written exam, an interview and a screening of application materials, according to applicants' characteristics: (1) An individual who is willing to address domestic and global issues facing the tourism industry and has sufficient basic knowledge to propose improvement measures and solutions (2) An individual with the English or other linguistic skills necessary to meet tourism needs on the ground (3) An individual who seeks to become an executive manager who can play the role of an engine in the field of tourism, especially the hospitality industry (4) An individual who is willing to actively engage in research and studies to address issues related to regional development in Japan and abroad and the development of global tourism</p> <p>[Doctoral Program] The Course of International Tourism Management will accept students with the following qualities and abilities by conducting a variety of examinations, including a written exam, an interview and a screening of application materials, according to applicants' characteristics: (1) An individual with knowledge of or with experience in research or work in the tourism industry or in the field of tourism policy or tourism development (2) An individual who is willing to engage in research in the field of global tourism in English or any other global language and who has the ability to contribute to tourism studies using his/her research achievements (3) An individual who is positive about increasingly complex social trends and who has the ability to conduct research by taking full advantage of ICT (Information and Communication Technology); (4) An individual who is willing to actively engage in research and studies with high ambitions to address issues related to regional development in Japan and abroad and the development of global tourism (5) An individual who is eager to pursue the empirical discipline of international tourism studies to contribute to the development of a sustainable society, and continue to pursue research after completion of this program</p>

Application Eligibility

Note Dual enrollment is prohibited at Toyo University Graduate Schools by the Toyo University Graduate School Academic Rules and Regulations. If you are enrolled as a full-time student at another university or graduate school (including undergraduate faculty or graduate school of Toyo University, or Japanese language school), you are required to graduate, complete, or withdraw by the time of admission to Toyo University Graduate Schools (provided that you have acquired the required degree for enrollment.)

1. Master's Program

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

- (1) Persons who graduated from a university, or who are expected to graduate
- (2) Persons who have completed a 16-year program of school education in a foreign country, or who are expected to do so
- (3) Persons who have earned a degree equivalent to a bachelor's degree by having completed a program of at least three years at a foreign university, or who are expected to do so
- (4) 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
- (5) Persons designated by the Minister of Education, Culture, Sports, Science and Technology (The Ministry of Education, Public Notice No.5 of 1953)
- (6) 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
- (7) Persons of age 22 or older by the time of admission 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*

*Since three-year universities (vocational colleges) do not confer a degree equivalent to a bachelor's degree, persons who do not have a background related to the research field (work experience, research history or academic background) are not able to apply for the preliminary screening of application eligibility.

2. Doctoral Program

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

- (1) Persons who have a master's degree or a professional degree, or who are expected to earn one
- (2) 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 the time of admission
- (3) 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 the time of admission
- (4) Persons designated by the Minister of Education, Culture, Sports, Science and Technology (The Ministry of Education, Public Notice No.118 of 1989)
- (5) Persons of age 24 or older by the time of admission 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

3. Application eligibility for persons with foreign nationality

- Persons with a status of residence of "Temporary Visitor" under the Immigration Control and Refugee Recognition Act may not take the February and March entrance examinations in the case of April admission, or the August entrance examination in the case of Fall admission.

4. Preliminary Screening

For persons who are willing to apply for the Master's Program or Doctoral Program and who don't fall under any of the application eligibility below, but who have a background related to the research field (work experience, research history or academic background), please read "Preliminary Screening of Application Eligibility" on p. 7 carefully and complete the procedure by the due date.

[Application Eligibility]

Master's Program . . . Application eligibility (1) – (6)

Doctoral Program . . . Application eligibility (1) – (4)

*Persons who meet the application eligibility above are not required to undergo the preliminary screening of application eligibility. Please refer to "Application Procedures" on p.8 and file the application.

*Since three-year universities (vocational colleges) do not confer a degree equivalent to a bachelor's degree, persons who do not have a background related to the research field (work experience, research history or academic background) are not able to apply for the preliminary screening of application eligibility.

Preliminary Screening of Application Eligibility

Note Applicants for the Master's Program who have a bachelor's degree and applicants for the Doctoral Program who have a master's degree are not required to undergo the preliminary screening of application eligibility. Applicants who do not have a bachelor's degree and do not have a background related to the research field for at least one year at the time of admission to this university after graduating from a three-year university are not able to apply for the preliminary screening of application eligibility.

1. What is preliminary screening?

This is a system by which persons to whom application eligibility noted below applies must undergo the preliminary screening of application eligibility in advance when filing an application for the Toyo University Graduate Schools Entrance Examination. Only those who have passed the preliminary screening of application eligibility will be able to apply for the Graduate Schools Entrance Examination.

Master's Program . . . Application eligibility (1) – (6)	}	Persons who do not fall under any of the application eligibility on the left , but who have a background related to the research field (work experience, research history or academic background)
Doctoral Program . . . Application eligibility (1) – (4)		

2. Submission due date and submission method for the preliminary screening documents

[Submission due date]

Months in which desired examination are held	Submission due date
August 2023	Friday, May 26, 2023
November 2023	Friday, September 15, 2023
February 2024	Friday, November 10, 2023
March 2024	Friday, January 26, 2024

[Submission method]

- Prepare “a Kaku No. 2 envelope/封筒角 2 号” and send a set of the following preliminary screening documents without folding by “registered express postal mail/書留・速達” (These documents must be sent postmarked on or before the due date.)
- Please write “Preliminary Screening Documents Enclosed” in red on the front of the envelope.
- Applications will not be received other than by postal mail.
- All the preliminary screening documents listed below must be submitted by post. If you fail to submit all necessary documents, your application will not be reviewed.

3. Preliminary screening documents to be submitted

(1) **[Designated form] Application Form for Preliminary Screening of Application Eligibility**

(2) **[Designated form] Personal History Form**

(3) **Certificate of Graduation issued by the last university attended** (a photocopy acceptable)

(4) **Academic Transcript issued by the last university attended** (a photocopy acceptable)

(If you transferred from another university, please submit the transcript issued by that former university in addition to the transcript by the last university attended.)

(5) **Certificate proving degree obtained if applicable** (a photocopy acceptable)

* (1) and (2) are designated form.

- Please download the forms from our university website (https://www.toyo.ac.jp/academics/gadmissions/english_track_curriculum/), print, fill out, and submit the documents. As preparing the documents for submission requires time, please complete the forms and gather certificates within an appropriate time.

*For the certificates (3) – (5), please submit them in Japanese or English.

- If written in languages other than Japanese or English, please attach 1) and 2) below (original certificate).

1) A Japanese or English translation

2) Verification of 1) (It must be issued by a public institution such as an embassy of the applicant's home country/graduation country or a Japanese language school/translation agency. A certifier's name and official seal must be affixed on the verification.)

***Documents and certificates submitted for the preliminary screening will not be returned.**

4. Where to make inquiries and send the preliminary screening documents

Graduate Schools: Letters, Business Administration, Economics, Global and Regional Studies, International Tourism Management

→ Toyo University Education Affairs Section for Graduate Schools

Address: 5-28-20 Hakusan, Bunkyo-ku, Tokyo, 112-8606 / Email: mldaig-ad@toyo.jp / TEL: 03-3945-7251

Office hours: Mon – Fri: 10:00 – 13:00, 14:00 – 16:00, Sat: 10:00 – 12:30

[Reference] Information data of preliminary screening of application eligibility (AY 2022)

Number of applicants	Number of eligible applicants	Number of successful applicants
18	12	2

Application Procedures

When filing the application, all procedures of **online (web) entry, mailing of application documents, and transfer of application fee** are required. To file the application, you need to create your “My page/マイページ” on our university website. In addition, online (web) entry assumes the use of an Internet environment.

In principle, the mailing of application documents and transfer of the application fee (a convenience store, Pay-easy, Internet banking or credit card) are procedures possible only from within Japan. Applicants living overseas are requested to perform the procedures through a representative in Japan.

1. Application Documents

As application documents differ by your desired course and examination category, please check these on the “List of Application Documents” on pp. 26-28.

For the designated forms, use the forms posted on “English Track Curriculum” web page on our university website.

(https://www.toyo.ac.jp/academics/gadmissions/english_track_curriculum/)

(1) Application Form ①, ② and ③ *③ is for persons with foreign nationality only.

- Log in to “My page/マイページ,” enter required information, and then print out the application forms ①, ② and ③. Please pay the application fee after carefully reading the “Application Fee” item on p. 10.
- If applicable, for names, etc., use Kanji characters with the range of the JIS level-1 and 2 set. (Example: 高→高, 崎→崎, etc.)

[Photograph]

- Affix two same ID photos in the prescribed places on application forms ① and ②.
- Use glossy color photos of the upper body (from shoulders up) taken from the front without a hat or background (any clothing acceptable) and taken within three months from the date of submission, with a size of 4cm high by 3cm wide. (Edited photo, non-glossy [matte] finishes, black and white photos, and snapshots are NOT accepted.)
- Persons who will wear eyeglasses, etc. when sitting for the examination are requested to provide photos wearing the glasses, etc.
- On the reverse side, please write the reference number printed on the application forms and your name (not necessary if the reverse side is adhesive)
- After admission, the photo will be used until completion of the graduate school as a student ID photo.

(2) Personal History Form (Designated form)

(3) Questionnaire Form (Designated form)

(4) Research Plan (Designated form)

Please prepare a research plan within two pages, unless otherwise specified.

Depending on the course, the form may be set separately. Please check these on the “List of Application Documents” on pp. 26-28.

(5) Pre-Essay (Pre-assignment) (Designated form)

Only for the applicants for the Course of International Culture and Communication Studies (all categories) and the applicants for the Course of Public-Private Partnership (Only for the General Category and International Student Category) are required to submit this form.

(6) Various Certificates (Original printed certificates with up-to-date information)

< For applicants who have graduated (expected to graduate) from university or completed (expected to complete) graduate school in Japan >

[For applicants of Master's Program]

- Academic transcript and certificate of (expected) graduation from the last university undergraduate faculty attended
- If you have completed (or expected to complete) graduate school, please submit an academic transcript and a certificate of (expected) completion from the graduate school attended.

[For applicants of Doctoral Program]

- Academic transcript and certificate of (expected) completion from the last graduate school attended

• Persons whose family name has changed are asked to submit an Extract of Family Register or other certificate showing the confirmation of the family name change.

• If advancing to a graduate school from an undergraduate faculty of Toyo University (excluding correspondence courses and Toyo University Junior College) or if advancing to a Doctoral Program from a Master's Program of Toyo University, the admission fee (admission confirmation fee) will be waived. As documentation certifying that fact, please submit a certificate of (expected) graduation or a certificate of (expected) completion from Toyo University, even if this is not the last academic institution.

< For applicants who have graduated (expected to graduate) from university or completed (expected to complete) graduate school in countries other than Japan >

[For applicants of Master's Program]

- Academic transcript, certificate of (expected) graduation and certificate of bachelor's degree from the last university undergraduate faculty attended
- If you have completed (or expected to complete) graduate school, please submit an academic transcript, certificate of (expected) completion and certificate of master's degree from the graduate school attended.

[For applicants of Doctoral Program]

- Academic transcript, certificate of (expected) completion and certificate of master's degree from the last graduate school attended
- *You don't need to submit a certificate of academic degree if you expect to graduate from university or complete graduate school.

▶ **Please submit the necessary certificate (original certificate) in Japanese or English.**

If the necessary certificate is written in languages other than Japanese or English, please attach 1) and 2) below (original certificate) together with the necessary certificate (original certificate).

- 1) A Japanese or English translation
- 2) Verification of 1) (It must be issued by a public institution such as an embassy of the applicant's home country/graduation country or a Japanese language school/translation agency. A certifier's name and official seal must be affixed on the verification.)

▶ **If you have graduated from university or completed graduate school in China, you may submit certificates listed below.**

[Academic Transcript]

Verification Report of China Higher Education Student's Academic Transcript in English (original certificate) issued by China Higher-education Information and Student Information (CHSI)*

[Certificate of Graduation/Certificate of Completion]

Verification Report of China Higher Education Student's Qualification Certificate in English (original certificate) issued by China Higher-education Information and Student Information (CHSI)*

- *Please note that certificates obtained from the online system and printed by the applicant are not accepted. You need to submit verification report(s) issued by the proxy service agent of CHSI in Japan/中国政府指定学歴・学籍認証センター日本代理機構. In addition, since CHSI does not issue degree certificates, you are required to have the original certificate prepared by the last university attended.
- ▶ If you transferred from another university, please submit not only an academic transcript and a certificate of (expected) graduation from the last university attended, but also an academic transcript and a document attesting to the period of enrollment at that university before transfer (not required if the academic transcript indicates the period of enrollment).
- ▶ If original certificate(s) cannot be submitted, please receive a statement from the institution of the country such as embassy etc., or notary office within China in the case of a Chinese university, stating that the copies of each certificate and translation do not differ from the original certificate(s), and submit the statement.

(7) **[For persons with foreign nationality only] A photocopy of both sides of the Residence Card or an original Certificate of Residence**

- It must indicate the status of residence and the period of stay valid until the examination date.
- If you submit a photocopy of your Residence Card, please check that all the information on both sides is properly copied.
- A Certificate of Residence must be issued by the municipality of your residence within three months from the examination date (original certificate). Please do not include your "My Number."
- *Please note that if you are currently renewing your Residence Card, you need to submit documents to verify your application number, date of receipt, and applicant's name at the Immigration Services Bureau Agency to prove that you are renewing. Please submit the "application receipt form/申請受付票 issued by the Immigration Services Bureau Agency (a photocopy)" or the "documents showing that the Japanese language school has applied for proxy (a photocopy acceptable)."

(8) **Master's Thesis, Graduation Thesis, Thesis Abstract, etc.**

As items to be submitted differ by your desired course and program, please check these on the "List of Application Documents" on pp. 26-28. These items will not be returned.

(9) **Application Document Checklist**

Please use the Application Document Checklist to check that all the application documents (1) – (8) are properly prepared. Arrange all the required documents in order from (1) and place this checklist (9) on top of them in the envelope at the time of mailing.

[Considerations in Sitting for the Examination]

Persons who wish for special considerations in sitting for the entrance examination for reasons of sickness, injury, disability, etc. (including sitting for the examination using hearing aids, crutches, wheelchairs, etc. that are routinely used) are asked to consult the Education Affairs Section for Graduate Schools prior to the application procedures, for reasons of preparation of the examination venues and other considerations of the content of requests.

2. Application Fee

Application fee.....**35,000 yen**

*Period for transferring the fee: Please check the application period and transfer the fee within that period.

- (1) After registering the required information online, please pay the application fee during the application period at a convenience store (7-Eleven, LAWSON, FamilyMart, MINISTOP, Daily YAMAZAKI, or Seicomart), pay through a Pay-easy ATM at a nationwide Japan Post Bank or a bank in Japan, or pay by credit card.
- (2) When paying the application fee, the transaction fees will also be required separately.
- (3) The application fee cannot be paid at a reception window of financial institutions.
- (4) When a family member or an acquaintance performs the procedures as a proxy, make certain that information about the applicant is entered.
- (5) Payment at a convenience store is possible at any time during business hours, even on weekends and holidays. However, please note that application through the online application site on the final day of the application period will be until 23:00 (JST).
- (6) Even if payment of the application fee has been completed during the application period, the entrance examination may not be taken if the postmark on the envelope for the application documents is past the final day of the application period.
- (7) Please be certain to keep certificates of payment of the application fee (receipts, etc.) by yourself. There is no need to send a certificate of payment or copy of the receipt.
- (8) Once paid, the application fee cannot be refunded under any circumstances. However, in a situation where one of the following conditions 1) or 2) applies, the application fee can be refunded. If you wish to receive a refund, please perform the necessary procedure by the designated due date.
 - 1) If you paid application fee, but did not mail application forms,
 - 2) In the case you paid application fee and mailed application forms, but your application was not accepted because of the incomplete application documents.

For details, see our university website. (<https://www.toyo.ac.jp/academics/gadmissions/return/>)

3. Application Method

- Regarding the steps of the application procedures, carefully read the “Toyo University Graduate School Academic Year 2023/2024 Online Application Guidance/東洋大学大学院 2023/2024 年度インターネット出願ガイダンス” page at the following URL. (<https://www.guide.52school.com/guidance/net-toyo-gs/>)
 - *Since the online application site is available only in Japanese, please find someone to help you or consult the Education Affairs Section for Graduate Schools. (mldaig-ad@toyo.jp)
- Send a set of the application documents to Toyo University by “registered express postal mail/書留・速達” (These documents must be sent postmarked on or before the due date.)
- Applications will not be received other than by postal mail.
- Prepare “a Kaku No. 2 envelope/封筒角 2 号” which you can put application documents (A4 size) without folding and firmly affix the prescribed address label on the front of the envelope. *Please do not use “a Letter Pack” because the prescribed address label cannot be affixed.
- Before sealing the envelope, use the “Application Document Checklist” to make sure that all the required documents are included.
- Mail the documents after paying the application fee. If the application documents have been mailed but the application fee has not been paid, or if the application fee has been paid but the postmark on the envelope for the application documents is past the final day of the application period, the entrance examination may not be taken.

4. Important Reminders Concerning the Application

- The application documents and the application fee cannot be returned.
- Once you complete the application, you cannot change the graduate school or course (including the program for courses where the programs are clearly indicated), examination subjects (electives), and other items.
- You are not allowed to sit for the entrance examination if not all the required application documents are submitted.
- For persons who make a false statement in the application documents, the admission may be cancelled retroactively even after admission.

5. Sending of the Examinee's Slip

- Examinee's slips will be mailed after all applicants' application documents have been screened.
- Examinee's slips will be mailed only to destinations within Japan.
- Please contact the following if the examinee's slip does not arrive by two days before the examination date.

Toyo University Education Affairs Section for Graduate Schools

Email: mldaig-ad@toyo.jp / TEL: 03-3945-7251

Office hours: Mon – Fri: 10:00 – 13:00, 14:00 – 16:00, Sat: 10:00 – 12:30

Important Reminders Related to Sitting for the Examination

- (1) The examination venue is Hakusan Campus (5-28-20 Hakusan, Bunkyo-ku, Tokyo) (no examination held at Otemachi Satellite).
- (2) Examination classrooms and other information on the examination venue will be displayed on standing signboards, bulletin boards, etc. inside the school grounds on the examination day. Please arrive early at the examination venue to check these.
- (3) Be sure to bring the examinee's slip. The examinee's slip must be presented before the start of the examination. Persons accompanying examinees may not enter the examination classrooms.
- (4) Persons who have lost the examinee's slip are requested to come early to the examination venue on the examination day to receive a temporary examinee's slip. Check the location for issuing the temporary examinee's slip with the guide staff near the examination classrooms on the examination day.
- (5) In the examination classroom, please check that the examinee number on the sticker on the desk is the same as the examinee number on the examinee's slip, and take your seat. (Sitting in a seat with a different number from your examinee number may invalidate your examination, so be sure to check the examination number.)
- (6) Please take your seat in the examination classroom 30 minutes before the start of the examination.
Important reminders related to sitting for the examination will be explained.
Example: If the written examination time is from 10:00, the gathering time in the examination classroom is 9:30.
- (7) The examination time varies with desired course and examination category. Please check this on the examination schedule beginning on p. 17.
- (8) Persons arriving after the examination starting time will be allowed to sit for the examination only if their arrival at the examination classroom is within 20 minutes of the examination start.
- (9) As there is no parking lot at the examination venue, arrival by car, motorbike, etc. is not allowed.
- (10) Please follow all instructions by the proctors in the examination classroom. Any actions that would disturb other examinees are forbidden in examination venue and examination classrooms. Examinees who do not follow instruction will be expelled from the room for improper behavior.
- (11) Prepare dictionaries by yourself for foreign language examination subjects that allow the use of dictionaries.
However, only dictionaries in book form may be used. No electronic or other dictionaries are allowed.
In addition, dictionaries of specialized vocabulary may not be used.
- (12) Starting times for interviews may be changed depending on the number of applicants. In this case, the change will be noted in writing on the examinee's slip.
- (13) Please prepare lunch for yourself as necessary on the examination day.
- (14) There are no clocks inside the examination classrooms. Please bring a watch (with watch functions only) by yourself.
Mobile phones, smartphones, wearable devices, IC recorders, and other types of electronic devices may not be used in place of watches. Toyo University will not lend watches.
- (15) Writing materials cannot be borrowed. Please be sure to bring them with you when you take a written examination.
- (16) The use of a mobile phone in the examination venue and in the interview waiting room is prohibited. Please switch off your devices before entering the building.

In the Event of Transportation Disruptions on the Examination Day

- (1) On the examination day, proceed to the examination venue even in the event of transportation disruptions due to the approaching typhoon, snow, or other inclement weather, or due to accident, earthquake, etc. Be aware that Toyo University will not conduct a makeup examination/retest.
- (2) The examination starting time may be delayed only if Toyo University determines that large numbers of examinees will miss the examination starting time due to disruptions in major means of public transportation (excluding bus and car) heading to the examination venue.
However, Toyo University will bear no responsibility for accompanying inconvenience, expense, or other personal loss borne by examinees.
For details, see our university website (<https://www.toyo.ac.jp/academics/gadmissions/>), which will be updated with details of measures as they are determined.

Important Reminders Concerning Infectious Diseases for which Suspension of Attendance is Stipulated by the School Health and Safety Act

In the event that the spread of infectious diseases (e.g. influenza, etc.) for which suspension of attendance is stipulated by the School Health and Safety Act has been confirmed, specific measures may be taken with respect to the conducting of entrance examinations, taking into consideration the response of related administrative organs, etc. In addition, in the event that the presence of examinees with untreated infectious diseases has been confirmed, specific measures may be taken with respect to the conducting of entrance examinations, taking into consideration the response of related administrative organs, etc.

In the event that measures are taken with respect to the conducting of examinations, Toyo University will bear no responsibility for accompanying inconvenience, expense, or other personal loss borne by examinees. For details, see our university website (<https://www.toyo.ac.jp/academics/gadmissions/>), which will be updated with details of measures as they are determined.

Requests to All Examinees

- (1) Please prepare a mask by yourself as needed to prevent infection by infectious diseases (e.g. influenza, etc.) at the examination venue.
- (2) Persons who are coughing or sneezing are requested to wear a mask and observe etiquette for coughing, etc., taking care to prevent infecting surrounding persons.
- (3) We will inform you about the novel coronavirus (COVID-19) countermeasures on our university website and My page/マイページ.

Important Reminders during the Examination

1. Handling of the examinee's slip and other personal belongings

- (1) Place the examinee's slip on top of your desk.
- (2) In addition to the examinee's slip, items that can be placed on your desk during the examination are black pencils, mechanical pencils, plastic erasers, pencil sharpeners (Electric sharpeners, large-sized sharpeners, and knives are not allowed), a watch (with watch function only), eyeglasses, and permitted dictionaries. [NOTE] Ballpoint pens may not be used.
Put away drinks and food into your bag, etc.
- (3) Plastic sheets, abacuses, calculators, graph paper, rulers, and other tools may not be used.
- (4) Before entering the examination classroom, turn off the alarm setting on any watch that has alarm functions.
- (5) Before entering the examination classroom, turn off the alarm settings on any PCs, mobile phones, smartphones, wearable terminals, IC recorders, and other types of electronic devices, switch off the devices, and place them in your bag, etc. Having these devices in your hand or on your person during the examination may be deemed improper behavior. Take note that alarms may sound if alarm settings are not turned off, even if the devices are shut off. If the ringtone, silent-mode vibration, or other sound on a mobile phone, smartphone, wristwatch computer device, etc. inside a bag, etc. sounds during the examination, the proctor may take the bag, etc. out of the classroom without the owner's consent, and store it in the examination headquarters until the end of the examination.
- (6) Earplugs may not be used as they may shut out the instructions of the proctors.
- (7) Please do not wear clothing, etc. on which English letters, maps, sayings, etc. are printed in the examination classroom. Persons wearing such items may be asked to remove them.
- (8) Persons wishing to use handkerchiefs, tissue paper, seat cushions, lap blankets, or eye drops are requested to notify the proctors and gain permission first.

2. Notes concerning answering questions

Sitting for examinations other than designated subjects, etc. is not allowed. In addition, persons who fail to sit for all required subjects, interviews, etc. of the examination category for which application was filed will be disqualified.

3. Leaving the room during the examination

Leaving the room during the examination is not allowed until the examination is finished. In the case of illness, unavoidable restroom use, etc. during the examination, please raise your hand quietly and follow the instructions of the proctors. However, even if temporarily leaving the room is permitted, corresponding extension of the examination time is not allowed.

4. Instructions by proctors during the examination

Please follow the instructions of the proctors during the examination. Failure to do so may be deemed improper behavior, be disqualified, and leading to expulsion from the room. In this event, Toyo University will not respond to claims for refund of the application fee.

5. Improper behavior

The following actions may constitute improper behavior. Persons engaging in improper behavior will be disqualified and will no longer be able to sit for the examination.

Subjects for which the person already sat for the examination will also be deemed invalid. In this event, Toyo University will not respond to claims for refund of the application fee.

- (1) Cheating (looking at cheat sheets, reference books, dictionaries not allowed, or the answer sheets of other examinees; receiving answers from other persons; etc.)
- (2) Solving answers with the use of plastic sheets, abacuses, calculators, graph paper, rulers, and other tools for which use is prohibited
- (3) Opening the question booklet and beginning to answer questions before instructions to begin the examination
- (4) Holding writing utensils or erasers and continuing to answer questions, without following instructions to end the examination
- (5) Engaging in actions that are advantageous to other examinees during the examination, such as telling others the content of questions or their answers
- (6) Wearing a mobile phone, smartphone, wearable device, etc. during the examination
- (7) Allowing a mobile phone, smartphone, wearable device, etc. to sound (ring tone, alarm, vibration, etc.) during the examination
- (8) Any actions that would disturb other examinees in examination venues
- (9) Failure to follow the instructions of the proctors, etc. in the examination venue
- (10) Engaging in other actions that would damage the fairness of the examinations

6. Other important reminders

- (1) During the examination, proctors will check the faces of examinees. Persons wearing a mask or hat may be instructed to remove these temporarily for purposes of confirming identity.
- (2) No remedies will be taken with respect to everyday noises, etc. during the examination (footsteps of proctors; discussions necessary for the work of proctoring; sounds of aircraft, car, wind, rain, or air conditioning; coughing, sneezing, or sniffing by surrounding examinees; short notification sounds from mobile phones, watches, etc.; chimes from nearby buildings, etc.).
- (3) No consideration will be made for the differences in examination room furnishings/environment (desks, chairs, air-conditioning, etc.).

Announcement of Application Results/Admission Procedure

1. Announcement of Application Results

- (1) Application results can be checked at “Application Results/合否結果” on “My page/マイページ” on our university website from 11:00 (JST) on the announcement date of application results.
- (2) “A notification of acceptance/合格通知書” can be downloaded from “My page/マイページ” and can be printed out if required. * “A notification of acceptance/合格通知書” will not be mailed.
- (3) No inquiries will be received regarding acceptance or non-acceptance. No announcement will be made on bulletin boards.

2. Admission Procedures

Successful applicants are requested to perform the following procedures according to the “Admission Procedure Guide (PDF)” in “My page/マイページ” by the designated due date for admission procedures.

- 1) Please pay the tuition and fees.
- 2) Please perform the online admission procedures.

If the above procedures 1) and 2) are not completed by the due date for admission procedures, the applicant will be deemed unwilling to enroll. No admission procedures will be accepted after the due date. See the “Admission Procedure Guide” for details.

- (1) See p. 14 for a breakdown of tuition and fees.
- (2) The admission fee (admission confirmation 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.
- (3) If you wish to get a Toyo University Educational Loan, please refer to p. 29. Please note that to get a Toyo University Education Loan the contractor must be living in Japan.

For the information about the admission procedures, please refer to the following:

<https://www.toyo.ac.jp/academics/gadmissions/tetuduki/>

Status of Residence

International students who are accepted for admission to Toyo University can apply for a status of residence of “Student.” Please note that foreign nationals who fail to acquire a valid status of residence by the designated date, may not be admitted to Toyo University. Also note that a status of residence of “Temporary Visitor” does not permit you to enroll at Toyo University. For details, please refer to the following:

https://www.toyo.ac.jp/academics/gadmissions/zairyu_shikaku/

Preliminary Procedure for Professional and Practical Training Benefit

The following course is designated as a professional and practical training benefit system by the Ministry of Health, Labour and Health.

- Graduate School of Economics, Course of Public-Private Partnership (Master’s Program/Standard Program only) *As a result of the application for redesignation, it will continue to be designated as such after October 2023.

Regarding "professional and practical training benefit," before admission, you are required to apply for the benefit at Hello Work at least one month before the start date of the course (For students admitted in Fall...by the end of August of the year of admission, for students admitted in April...by the end of February of the year of admission).

If you apply for the Course of Public-Private Partnership in the Graduate School of Economics (Master's Program/Standard Program) and wish to apply for this benefit, please check the result of redesignation and follow the application procedure on the website.

For details, please refer to the following website of the Ministry of Health, Labour and Welfare.

https://www.mhlw.go.jp/stf/seisakunitsuite/bunya/koyou_roudou/jinzaikaihatsu/kyouiku.html (available only in Japanese)

For confirmation of the amount of payment, etc., please refer to the following website of our university.

<https://sites.google.com/toyo.jp/daigakuinjoho/senmonzissenkyoikukunren> (available only in Japanese)

Tuition and Fees

The following amounts are scheduled and subject to change.

(Scheduled, AY 2024)

(Unit: Yen)

Graduate School and Course	Program	University you have graduated	Academic fees			Total
			Admission fee (admission confirmation fee)	Tuition	Facility fee	
Course of International Culture and Communication Studies, Graduate School of Letters	Master's Program	Toyo University *1	—	450,000	90,000	540,000
		Other universities	270,000	450,000	90,000	810,000
Course of Business Administration and Marketing, Graduate School of Business Administration	Doctoral Program	Toyo University *1	—	450,000	70,000	520,000
		Other universities	270,000	450,000	70,000	790,000
Course of Global Innovation Studies, Course of Regional Development Studies, Graduate School of Global and Regional Studies	Doctoral Program	Toyo University *1	—	450,000	70,000	520,000
		Other universities	270,000	450,000	70,000	790,000
Course of International Tourism Management, Graduate School of International Tourism Management	Master's Program	Toyo University *1	—	600,000	90,000 *2	690,000
		Other universities	270,000	600,000	90,000 *2	960,000
Course of Public-Private Partnership, Graduate School of Economics	Professional Intensive Program	Toyo University *1	—	990,000	90,000	1,080,000
		Other universities	270,000	990,000	90,000	1,350,000

*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 (admission confirmation fee) will be waived.

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

*2. The Course of Public-Private Partnership in the Graduate School of Economics will revise the facility fee in April 2024.

For students enrolling in fall 2023, the payment amount for the AY2023 tuition and fees will be applied only for the fall semester of AY2023. Only the facility fee (150,000 yen for the fall semester of AY2023) differs from the AY2024 amount.

For more details, please refer to our official website.

https://www.toyo.ac.jp/campuslife/student_support/jyugyou/tuition/

1. The admission fee (admission confirmation 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 and lab fee in two installments per year (installment payment).
3. The admission fee (admission confirmation 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. See details of the tuition and fees, etc. for the long-term study plan system on our university website.

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

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

See the “Admission Procedure Guide” for details.

Students for Fall Admission 2023

Procedure due date: Friday, September 15, 2023

Scheduled refund time: Around late October, 2023

Students for April Admission 2024

Procedure due date: Sunday, March 31, 2024

Scheduled refund time: Around late April, 2024

Inquiries: Finance Section, Budget and Finance Office / Email. mlgakuhi@toyo.jp

Examination Category Table

This table shows where the examination category for each course is written.

The shaded cells with a line drawn through them indicate that entrance examinations are not offered for that examination category.

Mature students and international students can also take the entrance examination under the General Category if they meet the application eligibility.

Graduate School	Course	Program *1	Master's Program					Doctoral Program				
			General	Mature Student	Int'l Student	JICA/Regional Revitalization *2	Internal Recommendation	General	Mature Student	Int'l Student	JICA *2	Internal Recommendation
Letters	International Culture and Communication Studies		p. 17			-	*3					
Business Administration	Business Administration and Marketing		p. 18 *4			-						
Economics	Public-Private Partnership	Standard	pp. 19-20			-						
		Professional Intensive	-	pp. 19-20	-		pp. 19-20	-				
Global and Regional Studies	Global Innovation Studies		p. 21			-	*3					
	Regional Development Studies		pp. 22-23			-		p. 23			*3	
International Tourism Management	International Tourism Management		p. 24					p. 25				-

*1. If applicants are required to select their program of study, or if the examination category/question differs between programs, the programs of study are shown above.

*2. Entrance Examinations for the JICA Volunteer Category will be given for the Master's Program and the Doctoral Program of the Course of Regional Development Studies in the Graduate School of Global and Regional Studies, and the Master's Program of the Course of International Tourism Management in the Graduate School of International Tourism Management only.

Entrance Examinations for the Regional Revitalization Category will be given only for the Course of Public-Private Partnership in the Graduate School of Economics.

*3. Application guidelines for Entrance Examinations for the Internal Recommendation Category are based on other application guidelines. For details, see our university website below.

<https://www.toyo.ac.jp/academics/gadmissions/hakusan/>

*4. In the November examination, a written examination and an interview will be conducted in Japanese only.

◆ Graduate School of Letters ◆

Course of International Culture and Communication Studies

Preselection is the declaration of a subject at the time of application. Please select when applying online.
Preselection subjects that you can select differ by your desired academic supervisor. See our university website for details.

— Master's Program —

*Pre-assignment and desired qualifications are applicable to all categories of Master's Program.

Pre-assignment	Pre-assignment on a separately attached sheet must be submitted together with the application documents
Desired qualifications	<p>Applicants who have any of the following test certificates should submit as a proof of their foreign language ability. (a photocopy acceptable)</p> <p>【English】 *Only scores of English proficiency tests taken within two years from the application start day are considered as valid.</p> <ul style="list-style-type: none"> • TOEFL Internet-based Test (iBT, *Including Home Edition) • TOEIC Listening & Reading Test • IELTS Academic Module (Scores of the General Training Module will not be accepted.) <p>【German】</p> <ul style="list-style-type: none"> • German Diploma in Japan • Goethe Zertifikat (GZ) • TestDaF • ÖSD <p>【French】</p> <ul style="list-style-type: none"> • Practical French Proficiency Test • DELF, DALF, TCF <p>【Japanese】</p> <ul style="list-style-type: none"> • Japanese Language Proficiency Test administered under joint organization of the Japan Foundation and the Japan Educational Exchanges and Services

[General Category]

Examination schedule (August, February examinations)	10 : 00 – 11 : 30		13 : 00 –
	Preselection	English (Dictionaries NOT allowed) German (Dictionaries allowed) French (Dictionaries allowed) Japanese Language Education (Dictionaries NOT allowed) Japanese Culture (Dictionaries NOT allowed) (Choose one subject)	Interview

[Mature Student Category]

Application eligibility	Persons who are eligible to apply for the Master's Program as defined by Toyo University at the time of application AND who graduated from a four-year university/college or equivalent educational institution two or more years before the expected time of admission		
Examination schedule (August, February examinations)	10 : 00 – 11 : 30		13 : 00 –
	Preselection	English (Dictionaries NOT allowed) German (Dictionaries allowed) French (Dictionaries allowed) Japanese Language Education (Dictionaries NOT allowed) Japanese Culture (Dictionaries NOT allowed) (Choose one subject)	Interview

[International Student Category]

Application eligibility	Persons of foreign nationality who are eligible to apply for the Master's Program as defined by Toyo University at the time of application		
Examination schedule (August, February examinations)	10 : 00 – 11 : 30		13 : 00 –
	Preselection	English (Dictionaries NOT allowed) German (Dictionaries allowed) French (Dictionaries allowed) Japanese Language Education (Dictionaries NOT allowed) Japanese Culture (Dictionaries NOT allowed) (Choose one subject)	Interview

◆ Graduate School of Business Administration ◆

Course of Business Administration and Marketing

Preselection is the declaration of a subject at the time of application. Please select when applying online.

— Master's Program —

[General Category]

Application eligibility	Persons who can submit either proof (a photocopy acceptable) stipulated by Toyo University of the following: 【English】 *Only scores of English proficiency tests taken within two years from the application start day are considered as valid. (1) TOEFL Internet-based Test (iBT, *Including Home Edition) 60 or over *Scores of TOEFL-ITP will not be accepted. (2) TOEIC Listening & Reading Test or IP Test 600 or over (3) IELTS Academic Module 5.0 or over *Scores of the General Training Module will not be accepted.		
Examination schedule (August, November, February examinations)		10 : 00 – 11 : 30	13 : 00 –
	Preselection *1	<Field of Business Administration> Business Administration (Japanese) Business Administration (English)	Interview (Japanese or English)
	<Field of Marketing> Marketing (Japanese) Marketing (English)		

If you wish to receive research advising from a faculty member in the field of business administration, select “Field of Business Administration.”
If you wish to receive research advising from a faculty member in the field of marketing, select “Field of Marketing.”

*1. Be sure to take an examination in the language (Japanese or English) that you selected for your master’s thesis at the time of application.
In the November examination, a written examination and an interview will be conducted in Japanese only.

[Mature Student Category]

Application eligibility	Persons who are eligible to apply for the Master’s Program as defined by Toyo University at the time of application AND who graduated from a four-year university/college five or more years before the expected time of admission		
Examination schedule (August, November, February examinations)		10 : 00 – 11 : 30	13 : 00 –
	Preselection *1	<Field of Business Administration> Business Administration (Japanese) Business Administration (English)	Interview (Japanese or English)
	<Field of Marketing> Marketing (Japanese) Marketing (English)		

If you wish to receive research advising from a faculty member in the field of business administration, select “Field of Business Administration.”
If you wish to receive research advising from a faculty member in the field of marketing, select “Field of Marketing.”

*1. Be sure to take an examination in the language (Japanese or English) that you selected for your master’s thesis at the time of application.
In the November examination, a written examination and an interview will be conducted in Japanese only.

[International Student Category]

Application eligibility	Persons of foreign nationality who are eligible to apply for the Master’s Program defined by Toyo University at the time of the examination date AND who can submit either proof (a photocopy acceptable) stipulated by Toyo University of the following: (1) Proof of Japanese Language Proficiency (Japanese-Language Proficiency Test (JLPT) N1 or level 1 – the older version of the test) N1 level or old Level 1 on the Japanese-Language Proficiency Test administered under joint organization of the Japan Foundation and the Japan Educational Exchanges and Services (2) Proof of English Language Proficiency (IELTS or TOEFL) *Only scores of English proficiency tests taken within two years from the application start day are considered as valid. 1) IELTS Academic Module *Scores of the General Training Module will not be accepted. 2) TOEFL Internet-based Test (iBT, *Including Home Edition) *Scores of TOEFL-ITP will not be accepted.		
Examination schedule (August, November, February examinations)		10 : 00 – 11 : 30	13 : 00 –
	Preselection *1	<Field of Business Administration>*2 Business Administration (Japanese) Business Administration (English)	Interview (Japanese or English)
	<Field of Marketing>*2 Marketing (Japanese) Marketing (English)		

If you wish to receive research advising from a faculty member in the field of business administration, select “Field of Business Administration.”
If you wish to receive research advising from a faculty member in the field of marketing, select “Field of Marketing.”

*1. Be sure to take an examination in the language (Japanese or English) that you selected for your master’s thesis at the time of application.
If you take an examination in English, be sure to submit a proof of your English language proficiency. In the November examination, a written examination and an interview will be conducted in Japanese only.

*2. In a written examination, the applicants who have submitted a proof of Japanese language proficiency must select an examination in Japanese, and the applicants who have submitted a proof of English language proficiency must select an examination in English.

◆ Graduate School of Economics ◆

Course of Public-Private Partnership

— Master's Program —

The Course of Public-Private Partnership has a program and domain system to meet the various needs of students, and each domain designates different recommended subjects. Because the standard period of study is different between the Standard Program (City Management Domain, PPP Business Domain and Global PPP Domain) and the Professional Intensive Program, applicants must select one of the programs at the time of application.

For more details about each program and domain, please check the course website. (<https://www.pppschoo.jp/outline/learning/>)

		Standard Program			Professional Intensive Program
		City Management Domain	PPP Business Domain	Global PPP Domain	
Standard period of study		Two years	Two years	Two years	One year
Application eligibility		See pp. 19-20	See pp. 19-20	See pp. 19-20	*1
Examination Categories	General	●	●	●	
	Mature Student	●	●	●	●
	International Student	●	●	●	
	Regional Revitalization	●	●	●	●
Enrollment month		April/September	April/September	April/September	April/September
Selection at the time of application		Select the “Standard Program” (no need to select any of the three domains)			Select the “Professional Intensive Program” *2

*1. Those who satisfy any of the following conditions

- (a) Those who are currently in public office as defined in the Public Offices Election Act (members of the House of Representatives, members of the House of Councillors, or heads or council members of local governments) or have held such public office in the past five years prior to application
- (b) Those who have obtained, or are expected to obtain before admission, a master's degree, doctoral degree or professional degree in Japan or overseas and have worked in companies or government agencies, etc., for a total of at least 10 years
- (c) Those who have worked in companies or government agencies, etc., for a total of at least 20 years

*2. Applicants are recommended to consult with the Course Chair of the Course of Public-Private Partnership prior to application. It is not possible to simultaneously apply for the standard program and the professional intensive program.

*3. Applicants will not be able to switch between the standard program and the professional intensive program after admission.

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- August examination is for admission in Fall 2023 and April 2024.
 - The entrance examination will be conducted online. Except for the Overseas Remote Entrance Examination, you will need to be in Japan to log in to the entrance examination system. For other necessary matters, please refer to the course website (<http://www.pppschoo.jp>).
 - This course is not a correspondence course. You need to commute to school partially.

[General Category]

Examination schedule (August, November, March examinations)	10 : 00 –
	Oral examination and interview on pre-assignment (Japanese or English) (conducted online)
Pre-assignment (Common to August, November, March examinations)	Applicants must submit a pre-assignment (current affairs related to public and private partnership) that is attached separately, together with their application documents.

[Mature Student Category]

*For an entrance examination through a remote system that enables applicants overseas to take an entrance examination there, please refer to the note regarding persons who wish to sit for entrance examinations remotely overseas (“Overseas Remote Entrance Examination”) at the bottom of this page.

Application eligibility	Persons who are eligible to apply for the Master’s Program as defined by Toyo University AND have a total of one or more years of work experience with a company, government office, or the like at the time of application
Examination schedule (August, November, March examinations)	10 : 00 –
	Interview (Japanese or English) (conducted online)

[International Student Category]

Application eligibility	Persons of foreign nationality who are eligible to apply for the Master’s Program as defined by Toyo University at the time of application
Examination schedule (August, November, March examinations)	10 : 00 –
	Oral examination and interview on pre-assignment (Japanese or English) (conducted online)
Pre-assignment (Common to August, November, March examinations)	Applicants must submit a pre-assignment (current affairs related to public and private partnership) that is attached separately, together with their application documents.

[Regional Revitalization Category]

Application eligibility	Persons who satisfy either A or B of the following: A: Cooperation with Regional Revitalization College Category *Persons who satisfy both the following conditions: (1) A total of one or more years of work experience with a company, government office, or the like at the time of application (2) Having passed any of the eight subjects (more than 60% of total marks) or any of the four subjects with outstanding achievements (more than 80% of total marks) in the subjects offered as Toyo University City Management Basic Ability Development Program/東洋大学シティ・マネジメント基礎力育成プログラム by the time of application period B: Municipality Cooperation Category A total of one or more years of work experience with municipalities that have signed agreements on public-private partnerships, etc. with Toyo University OR local municipalities that have carried out prescribed cooperation with organizations recognized as actively promoting public-private partnerships specified separately at the time of application
Examination schedule (August, November, March examinations)	10 : 00 –
	Interview (Japanese or English) (conducted online)

The entrance examination in the Cooperation with Regional Revitalization College Category is conducted in cooperation with the regional revitalization college project based on the Japanese Government’s plan for developing human resources for regional revitalization. 10 persons who are in the Cooperation with Regional Revitalization College Category will be given preference to apply for this course, out of a total admission capacity of 30 persons from the Course of Public-Private Partnership. Please refer to the course website (<http://www.pppschoo.jp>) for the municipalities that are subject to the entrance examination for the Municipality Cooperation Category.

○Persons who wish to sit for entrance examinations remotely overseas (“Overseas Remote Entrance Examination”)

Persons who wish to sit for the examination under the Mature Student Category and to whom the below apply, or persons equivalent thereto, may sit for the entrance examination using a remote system overseas.

1) Application eligibility

- 1) Persons who have a total of one or more years of work experience with a company, government office, or the like at the time of application (application eligibility for the Mature Student Category)
- 2) Persons who, at the time of the entrance examination (Japan standard date and time), are residing or staying outside of Japan for the purpose of performing work involving public-private partnership
- 3) Persons who, while overseas, have a representative in Japan who can perform procedures for application, and other procedures related to enrollment such as entrance and attendance, in place of the person
- 4) Persons who have consulted with and received assent from the Course Chair prior to application
- 5) Persons who are able to commute to school partially (the course is not a correspondence course)

2) Examination method

- 1) The online remote education system used in the course will be used.
- 2) See the course website (<http://www.pppschoo.jp>) for details of system usage.
- 3) The examinee is responsible for preparing the usage environment and, inquiring to Toyo University in advance, is to test the system connection together with the university.

◆ Graduate School of Global and Regional Studies ◆

Course of Global Innovation Studies

- In this course, classes and research advising are conducted in English. Also, students are required to write their master's thesis in English.
- August examination is for admission in Fall 2023 and April 2024.

— Master's Program —

Application eligibility

Persons who are eligible to apply for the Master's Program as defined by Toyo University AND who fulfill all the following criteria:

(1) Persons who can submit either proof (a photocopy acceptable) stipulated by Toyo University of the following:

Proof of English Language Proficiency (IELTS or TOEFL)

*Only scores of English proficiency tests taken within two years from the application start day are considered as valid.

1) IELTS (International English Language Testing System) Academic Module

*Scores of the General Training Module will not be accepted.

2) TOEFL (Test of English as a Foreign Language) Internet-based Test (iBT, *Including Home Edition)

*Scores of TOEFL-ITP will not be accepted.

Only if applicants from countries whose official language(s) is English, or applicants who have English proficiency equivalent to the persons whose official language is English, have not taken English proficiency tests and cannot submit the above-designated proof, they are allowed to submit an *English-Language Ability Certificate* (designated form) in place of the above-designated proof. If you meet these conditions, download the form from our university website, have this filled out, have it certified by a public organization (the embassy, etc.) or your university, and submit it.

(If you have received and completed four-year undergraduate education in English in Australia, Canada, Ireland, New Zealand, Singapore, the UK, or the United States, the fact should be stated on your *English-Language Ability Certificate*. The title of the person filling it out does not matter.)

(2) Persons who can submit a research plan in the following format:

1) Use the designated form.

2) Use of English is desirable, but use of Japanese is also accepted.

3) There are no limitations on the number of sheets (letters/characters), but the first page must have an "Abstract of the Research Plan," followed by "Details" on the second and subsequent pages.

[General Category]

Application eligibility	Persons who can satisfy the above application eligibility
Examination schedule (August, November, February examinations)	10 : 00 –
	Interview (conducted in English, in principle)

[Mature Student Category]

Application eligibility	Persons who have graduated from a four-year university/college at the time of application AND can satisfy the above designated application eligibility
Examination schedule (August, November, February examinations)	10 : 00 –
	Interview (conducted in English, in principle)

[International Student Category]

Application eligibility	Persons of foreign nationality who can satisfy the above designated application eligibility
Examination schedule (August, November, February examinations)	10 : 00 –
	Interview (conducted in English, in principle)

Course of Regional Development Studies

Preselection is the declaration of a subject at the time of application. Please select when applying online.

- August examination is for admission in Fall 2023 and April 2024.

Application eligibility Only applicants for the General Category or the International Student Category

Persons who are eligible to apply for the Master's Program or the Doctoral Program defined by Toyo University AND who can submit either proof (a photocopy acceptable) stipulated by Toyo University of the following:

(1) For applicants who select Essay (English)

Proof of English Language Proficiency (IELTS or TOEFL)

*Only scores of English proficiency tests taken within two years from the application start day are considered as valid.

1) IELTS (International English Language Testing System) Academic Module

*Scores of the General Training Module will not be accepted.

2) TOEFL (Test of English as a Foreign Language) Internet-based Test (iBT, *Including Home Edition)

*Scores of TOEFL-ITP (program for groups) will not be accepted.

(2) For applicants who select Essay (Japanese)

In addition to the tests (1) above, the following tests are also accepted.

- TOEIC Listening & Reading Test, TOEIC IP, and TOEIC IP (online)

- EIKEN Test

If you take an entrance examination under the International Student Category and select Essay (Japanese), you are also required to submit the following proof.

○Proof of Japanese Language Proficiency (Japanese-Language Proficiency Test (JLPT) N1 or Level 1 - the older version of the test)

***If an applicant is not able to submit a proof of Japanese language proficiency, please take an entrance examination under the General Category.**

N1 level or old Level 1 on the Japanese-Language Proficiency Test administered by The Japan Foundation, Japan Educational Exchanges and Services, and Non-profit Incorporated Foundation International Exchange Association

— Master's Program —

[General Category]

Application eligibility	Persons who can satisfy the above application eligibility		
Examination schedule (August, February examinations)	10 : 00 – 11 : 30		13 : 00 –
	Preselection	Essay (English), Essay (Japanese)	Interview (English or Japanese)

[Mature Student Category]

Application eligibility	Eligible persons must satisfy all of the following conditions (1) to (3). (1) Persons who are eligible to apply for the Master's Program as defined by Toyo University at the time of application (2) Persons who have a total of one or more years of work experience relating to their research plan with a company, organization, government office, or the like at the time of application (3) Persons who graduated from a four-year university/college two or more years before the expected time of admission		
Examination schedule (August, February examinations)	10 : 00 – 11 : 30		13 : 00 –
	Preselection	Essay (English), Essay (Japanese)	Interview (English or Japanese)

[International Student Category]

Application eligibility	Persons of foreign nationality who are eligible to apply for the Master's Program as defined by Toyo University AND who can satisfy the above application eligibility		
Examination schedule (August, February examinations)	10 : 00 – 11 : 30		13 : 00 –
	Preselection	Essay (English), Essay (Japanese)	Interview (English or Japanese)

[JICA Volunteer Category *Excluding short-term dispatch]

Application eligibility	Persons who are eligible to apply for the Master's Program as defined by Toyo University AND who fulfill the following three criteria: (1) Persons who, at the time of application, have undergone and passed recruitment screening for JICA's overseas cooperation volunteers (Japan Overseas Cooperation Volunteers; Senior Volunteers; Youth Volunteers for Nikkei Communities; Senior Volunteers for Nikkei Communities *Excluding short-term dispatch) (2) Persons who, while overseas, have a representative in Japan who can perform procedures related to entrance, attendance, and enrollment in place of the person (3) Persons who have received the assent of the accepting faculty members	
Examination schedule (August, February examinations)	10 : 00 –	
	Interview (English or Japanese)	

*Please inquire at the Education Affairs Section for Graduate Schools before applying for the JICA Volunteer Category.

Successful applicants for the Master's Program of JICA Volunteer Category are eligible for the long-term study plan system. See our university website for details.

*In the case of an interview at the site of dispatch, a connection test will be performed in advance. After dispatch, contact the accepting faculty members and the Education Affairs Section for Graduate Schools. (Email: mldaig@toyo.jp)

— Doctoral Program —

[General Category]

Application eligibility	Persons who can satisfy the application eligibility on p. 22		
Examination schedule (August, February examinations)	10 : 00 – 11 : 30		13 : 00 –
	Preselection	Essay (English), Essay (Japanese)	Interview (English or Japanese)

[Mature Student Category]

Application eligibility	Eligible persons must satisfy all of the following conditions (1) to (3). (1) Persons who are eligible to apply for the Doctoral Program as defined by Toyo University at the time of application (2) Persons who have a total of one or more years of work experience relating to their research plan with a company, organization, government office, or the like at the time of application (3) Persons who completed a two-year Master's Program two or more years before the expected time of admission		
Examination schedule (August, February examinations)	10 : 00 – 11 : 30		13 : 00 –
	Preselection	Essay (English), Essay (Japanese)	Interview (English or Japanese)

[International Student Category]

Application eligibility	Persons of foreign nationality who are eligible to apply for the Doctoral Program as defined by Toyo University AND who can satisfy the application eligibility on p. 22		
Examination schedule (August, February examinations)	10 : 00 – 11 : 30		13 : 00 –
	Preselection	Essay (English), Essay (Japanese)	Interview (English or Japanese)

[JICA Volunteer Category *Excluding short-term dispatch]

Application eligibility	Persons who are eligible to apply for the Doctoral Program as defined by Toyo University AND who fulfill the following three criteria: (1) Persons who, at the time of application, have undergone and passed recruitment screening for JICA's overseas cooperation volunteers (Japan Overseas Cooperation Volunteers; Senior Volunteers; Youth Volunteers for Nikkei Communities; Senior Volunteers for Nikkei Communities *Excluding short-term dispatch) (2) Persons who, while overseas, have a representative in Japan who can perform procedures related to entrance, attendance, and enrollment in place of the person (3) Persons who have received the assent of the accepting faculty members	
Examination schedule (August, February examinations)	10 : 00 –	
	Interview (English or Japanese)	

*Please inquire at the Education Affairs Section for Graduate Schools before applying for the JICA Volunteer Category.

*In the case of an interview at the site of dispatch, a connection test will be performed in advance. After dispatch, contact the accepting faculty members and the Education Affairs Section for Graduate Schools. (Email: mldaig@toyo.jp)

◆ Graduate School of International Tourism Management ◆

Course of International Tourism Management

Preselection is the declaration of a subject at the time of application. Please select when applying online.

• August examination is for admission in Fall 2023 and April 2024.

— Master's Program —

[General Category]

Examination schedule (August, February examinations)	10 : 00 – 11 : 30	13 : 00 – 14 : 00	14 : 30 –
	Essay (English or Japanese)	Preselection English or Japanese* (Dictionaries NOT allowed)	Interview

* “Japanese” may be selected by persons with foreign nationality only. Please select when applying online. Japanese students must select “English.”

[Mature Student Category]

Application eligibility	Persons who are eligible to apply for the Master’s Program as defined by Toyo University at the time of application, who graduated from a four-year university/college one or more years before the expected time of admission, AND have a total of one or more years of work experience as a full-time employee of a company, government office including self-employed persons, or the like		
Examination schedule (August, February examinations)	10 : 00 – 11 : 30		13 : 00 –
	Essay (English or Japanese)		Interview

[International Student Category]

Application eligibility	Persons of foreign nationality who are eligible to apply for the Master’s Program as defined by Toyo University at the time of application		
Examination schedule (August, February examinations)	10 : 00 – 11 : 30	13 : 00 – 14 : 00	14 : 30 –
	Essay (English or Japanese)	Preselection English or Japanese (Dictionaries NOT allowed)	Interview

[JICA Volunteer Category *Excluding short-term dispatch]

Application eligibility	Persons who are eligible to apply for the Master’s Program as defined by Toyo University AND who fulfill the following three criteria: (1) Persons who, at the time of application, have undergone and passed recruitment screening for JICA’s overseas cooperation volunteers (Japan Overseas Cooperation Volunteers; Senior Volunteers; Youth Volunteers for Nikkei Communities; Senior Volunteers for Nikkei Communities *Excluding short-term dispatch) (2) Persons who, while overseas, have a representative in Japan who can perform procedures related to entrance, attendance, and enrollment in place of the persons (3) Persons who have received the assent of the accepting faculty members		
Examination schedule (August, February examinations)	10 : 00 –		
	Interview		

*Please inquire at the Education Affairs Section for Graduate Schools before applying for the JICA Volunteer Category.

Successful applicants for the JICA Volunteer Category are eligible for the long-term study plan system. See our university website for details.

*In the case of an interview at the site of dispatch, a connection test will be performed in advance. After dispatch, contact the accepting faculty members and the Education Affairs Section for Graduate Schools. (Email: mldaig@toyo.jp)

— Doctoral Program —

[General Category]

Examination schedule (August, February examinations)	10 : 00 – 11 : 30	13 : 00 – 14 : 00	14 : 30 –
	Essay (English or Japanese)	English (Dictionaries allowed)	Interview

[Mature Student Category]

Application eligibility	Persons who are eligible to apply for the Doctoral Program as defined by Toyo University at the time of application AND have a total of one or more years of work experience as a full-time employee of a company, government office including self-employed persons, or the like		
Examination schedule (August, February examinations)	10 : 00 – 11 : 30	13 : 00 – 14 : 00	14 : 30 –
	Essay (English or Japanese)	English (Dictionaries allowed)	Interview

[International Student Category]

Application eligibility	Persons of foreign nationality who are eligible to apply for the Doctoral Program as defined by Toyo University at the time of application		
Examination schedule (August, February examinations)	10 : 00 – 11 : 30	13 : 00 – 14 : 00	14 : 30 –
	Essay (English or Japanese)	Preselection English or Japanese (Dictionaries NOT allowed)	Interview

List of Application Documents (Master's Program)

Documents to be submitted Course/ Examination category		Application Form ①, ②	[For persons with foreign nationality] Application Form ③	Personal History Form	Questionnaire Form	Research Plan	Pre-Essay (Pre-assignment)	Research Plan designated by the course (No designated form)	Certificate of (Expected) Graduation/Academic Transcript (Attach Extract of Family Register in the case of family name change)	[For persons with foreign nationality] A photocopy of both sides of the Residence Card or an original Certificate of Residence *Your status of residence and period of stay should be noted	Thesis Abstract/Master's Thesis/Graduation Thesis/Others
				(Designated form)							
International Culture and Communication Studies	General/Mature Student/Int'l Student	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>		<input type="radio"/>	<input type="radio"/>	
Business Administration and Marketing	General	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>			<input type="radio"/>	<input type="radio"/>	Please submit a proof of language proficiency designated by the course (a photocopy acceptable) (See p. 18).
	Mature Student	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>		<input type="radio"/> *1	<input type="radio"/>	<input type="radio"/>	*1 Please submit a short essay on the results of your research (approx. 3 pages), and write a report about your work experience (approx. 1 page), both of which should be written in horizontal writing on A4-size paper. No hand-written short essay and report in principle. Write in the language which you are planning to use for your master's thesis. In addition, please submit a research plan designated by Toyo University.
	Int'l Student	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/> *2			<input type="radio"/>	<input type="radio"/>	<ul style="list-style-type: none"> • Please submit 1 copy of your abstract of the graduation thesis (approx. 2 pages), or submit reviews of the book in your area of specialization in the case that you haven't written a graduation thesis (approx. 2 pages), both of which should be written in horizontal writing on A4-size paper. No hand-written thesis abstract and review in principle. Write in the language in which you are planning to use for your master's thesis. • Please submit a proof of language proficiency designated by the course (a photocopy acceptable) (See p. 18). *2 It must be written in a language used for your master's thesis.

*This page is for applicants of the master's program. If you are applying for the doctoral program, please check p. 28.

List of Application Documents (Master's Program)

Documents to be submitted Course/ Examination category		Application Form ①, ②	[For persons with foreign nationality] Application Form ③	Personal History Form	Questionnaire Form	Research Plan	Pre-Essay (Pre-assignment)	Research Plan designated by the course (No designated form)	Certificate of (Expected) Graduation/Academic Transcript (Attach Extract of Family Register in the case of family name change)	[For persons with foreign nationality] A photocopy of both sides of the Residence Card or an original Certificate of Residence *Your status of residence and period of stay should be noted	Thesis Abstract/Master's Thesis/Graduation Thesis/Others
Public-Private Partnership	Mature Student/Regional Revitalization	○	○	○	○	○			○	○	<ul style="list-style-type: none"> Of the Entrance Examination for the Regional Revitalization Category, applicants for the Entrance Examination in the Cooperation with Regional Revitalization College Category are requested to submit a certificate of completion for Toyo University City Management Basic Ability Development Program/東洋大学シティ・マネジメント基礎力育成プログラム. Applicants for the professional intensive program are requested to submit a research plan designated by the course (designated form available).
	General/Int'l Student	○	○	○	○	○	○		○	○	Please submit a pre-essay (pre-assignment) on a separately attached sheet, together with application documents.
Global Innovation Studies	General/Mature Student/Int'l Student	○	○	○	○	○			○	○	Please submit a proof of English language proficiency designated by the course (a photocopy acceptable) or "English - Language Ability Certificate" designated by Toyo University Graduate Schools (See p. 21).
Regional Development Studies	General/Mature Student/Int'l Student/JICA Volunteer	○	○	○	○	○			○	○	<ul style="list-style-type: none"> Applicants for the JICA Volunteer Category are requested to submit a copy of the notification of passing the secondary screening. Applicants for the General Category and the International Student Category are requested to submit a proof of English language proficiency (See p. 22). In addition, applicants for the International Student Category who select Essay (Japanese) are requested to submit a proof of Japanese language proficiency (See p. 22) (a photocopy acceptable).
International Tourism Management	General/Mature Student/Int'l Student/JICA Volunteer	○	○	○	○	○			○	○	Applicants for the JICA Volunteer Category are requested to submit a copy of the notification of passing the secondary screening.

*This page is for applicants of the master's program. If you are applying for the doctoral program, please check p. 28.

List of Application Documents (Doctoral Program)

Documents to be submitted Course/ Examination category		Application Form ①, ②	[For persons with foreign nationality] Application Form ③	Personal History Form	Questionnaire Form	Research Plan	Certificate of (Expected) Completion/Academic Transcript (Attach Extract of Family Register in the case of family name change)	[For persons with foreign nationality] A photocopy of both sides of the Residence Card or an original Certificate of Residence *Your status of residence and period of stay should be noted	Summary of Thesis/Master's Thesis/Thesis Abstract/Others
				(Designated form)					
Regional Development Studies	General/Mature Student/Int'l Student/JICA Volunteer	○	○	○	○	○	○	○	<ul style="list-style-type: none"> • Please submit 1 copy of your master's thesis and 1 copy of your thesis abstract (to be typed in principle, using horizontal writing of about 4,000 Japanese characters or about 2,000 English words on A4-size paper). In the case that you haven't written a master's thesis, please submit equivalent research achievements. Please use Japanese or English for the thesis abstract and research achievements. • Applicants for the JICA Volunteer Category are requested to submit a copy of the notification of passing the secondary screening. • Applicants for the General Category and the International Student Category are requested to submit a proof of English language proficiency (See p. 22). In addition, applicants for the International Student Category who select Essay (Japanese) are requested to submit a proof of Japanese language proficiency (See p. 22) (a photocopy acceptable).
International Tourism Management	General/Mature Student/Int'l Student/JICA Volunteer	○	○	○	○	○	○	○	<p>Please submit 1 copy of your master's thesis and 1 copy of your thesis abstract (to be typed in principle, using horizontal writing of about 4,000 Japanese characters or about 2,000 English words on A4-size paper). In the case that you haven't written a master's thesis, please submit equivalent research achievements. Please use Japanese or English for the thesis abstract and research achievements.</p>

*This page is for applicants of the doctoral program. If you are applying for the master's program, please check pp. 26-27.

Toyo University Educational Loan

Toyo University has established the Toyo University Educational Loan program in collaboration with financial institutions, for persons planning to enroll. The program allows users to receive unsecured, low-interest loans from designated financial institutions, for tuition and fees at the time of admission. It aims to reduce the economic burden on students who have the will to study at Toyo University but for whom admission is difficult due to economic reasons.

Persons who are certain of enrolling in Toyo University are eligible for the Education Loan program. As the Toyo University Educational Loan program consists of a bank loan, please prepare a reliable repayment plan when applying.

Overview of the Toyo University Educational Loan

Eligible persons (qualifications)	Guardians, etc. (in principle, parents) of the person planning to enroll in the university Persons able to receive the guarantee of a credit guarantee company designated by the bank (in principle, a guarantor is unnecessary) Enrollment in group credit life insurance differs by bank.																
Use of funds	Tuition and fees to be paid to Toyo University (academic fees, etc.); other uses (differs by bank)																
Amount of loan	Up to 3 million yen or up to 5 million yen (differs by bank)																
Interest rate	Rate applied to new loans A variable interest rate based on the long-term loan interest rate linked to the short-term prime rate set by each bank Reference: Interest rate as of March, 2023: 2.23% – 4.6% Some banks offer fixed interest rates. Please contact each cooperating bank for details.																
Security	Unsecured																
Loan period	Six months or more, up to 14 years (differs by bank)																
Repayment method	Equal monthly payments with interest; combined bonus repayment possible																
Procedures	Persons wishing to use the Toyo University Educational Loan program are requested to directly apply through a guardian, etc. at cooperating banks main offices or branch offices. (At least 1 – 2 weeks will be required from application to loan execution)																
Required documents	1. Certificate of Seal Impression (within one month of issue) 2. Certificate of Residence (listing all members of household; within one month of issue) 3. Certificate of Income Salary earners: Notification of Decision of Resident Tax Self-employed persons: Certificate of Tax Payment 4. Health Insurance Card (copy) 5. Application Result and transfer form for admission procedures The above are the basic required documents. Inquire at your bank regarding further details.																
Remarks	<ul style="list-style-type: none"> • Please make a provisional application for the loan at cooperating bank main offices or branch offices, indicating that you are applying for the Toyo University Educational Loan, and bearing the Toyo University examinee's slip, the Application Guidelines for Entrance Examinations, and the above required documents. (At least 1 – 2 weeks will be required from application to loan execution, differing by bank. Confirm details with the cooperating bank before applying, to ensure meeting the admission procedures deadline.) • The loan for tuition and fees will be executed on the basis of the application result and transfer form for admission procedures, following the completion of provisional application procedures. • Inquire at your cooperating bank for other details. <p>Cooperating banks</p> <table> <tr> <td>Mizuho Bank</td> <td>Sumitomo Mitsui Banking Corporation</td> </tr> <tr> <td>The Bank of Mitsubishi UFJ</td> <td>Rakuten Bank Ltd.</td> </tr> </table> <p>Contact information</p> <table> <tr> <td>Mizuho Bank</td> <td>Hongo Branch</td> <td>TEL. 03-3812-3267</td> </tr> <tr> <td>Sumitomo Mitsui Banking Corporation</td> <td>Hakusan Branch</td> <td>TEL. 03-3828-5151</td> </tr> <tr> <td>The Bank of Mitsubishi UFJ</td> <td>Ikebukuro Branch</td> <td>TEL. 03-3984-2131</td> </tr> <tr> <td>Rakuten Bank Ltd.</td> <td>Toll-free number for education loan</td> <td>TEL. 0120-61-6910</td> </tr> </table> <p>*For Rakuten Bank Ltd, you need the affiliated school code and application code below at the time of application. Affiliated school code: TYU00074 / Application code: 1001</p>	Mizuho Bank	Sumitomo Mitsui Banking Corporation	The Bank of Mitsubishi UFJ	Rakuten Bank Ltd.	Mizuho Bank	Hongo Branch	TEL. 03-3812-3267	Sumitomo Mitsui Banking Corporation	Hakusan Branch	TEL. 03-3828-5151	The Bank of Mitsubishi UFJ	Ikebukuro Branch	TEL. 03-3984-2131	Rakuten Bank Ltd.	Toll-free number for education loan	TEL. 0120-61-6910
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Results of Entrance Examination

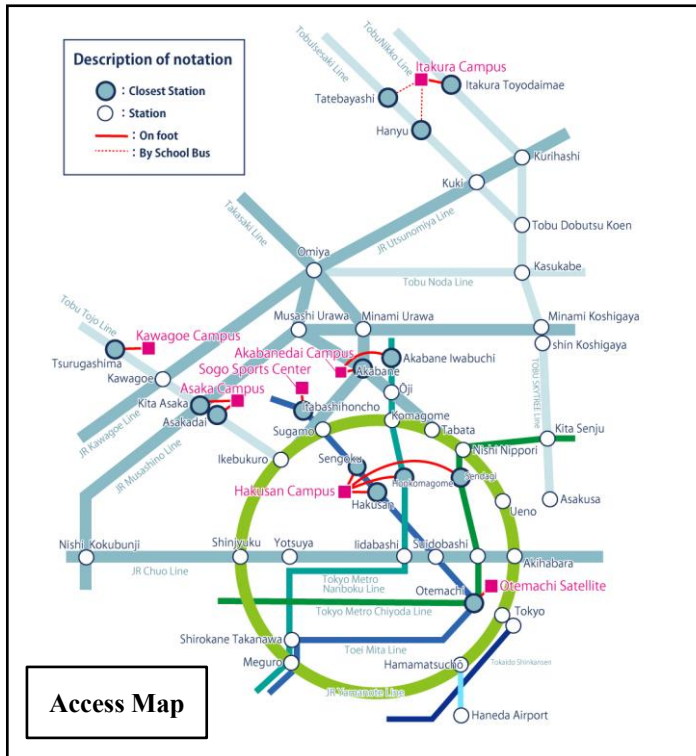
Fall Admission 2022

Graduate School	Course	Admission capacity			Form of class	Specialized teacher's certificate as of AY 2023	Results of entrance examinations			
		Doctoral Program		Master's Program			Master's Program		Doctoral Program	
		Master's	Doctoral				Examinees	Successful examinees	Examinees	Successful examinees
Economics	Public-Private Partnership	—	—	30	Evening	—	12	12	/	/
Global and Regional Studies	Global Innovation Studies	—	—	10	Day and Evening	—	4	4	/	/
	Regional Development Studies	15	5	—			19	15	2	2
International Tourism Management	International Tourism Management	15	3	—			4	1	0	0

April Admission 2023

Graduate School	Course	Admission capacity			Form of class	Specialized teacher's certificate as of AY 2023	Results of entrance examinations			
		Doctoral Program		Master's Program			Master's Program		Doctoral Program	
		Master's	Doctoral				Examinees	Successful examinees	Examinees	Successful examinees
Letters	International Culture and Communication Studies	10	3	—	Day	○	9	6	0	0
Business Administration	Business Administration and Marketing	22	4	—	Day and Evening	—	66	9	1	1
Economics	Public-Private Partnership	—	—	30	Evening		26	20	/	/
Global and Regional Studies	Global Innovation Studies	—	—	10	Day and Evening		5	5	/	/
	Regional Development Studies	15	5	—			6	5	2	2
International Tourism Management	International Tourism Management	15	3	—			26	11	3	3

*There is no recruitment of new students for English Track Curriculum for the Doctoral Program of the following courses: the Course of International Culture and Communication Studies and the Course of Business Administration and Marketing.

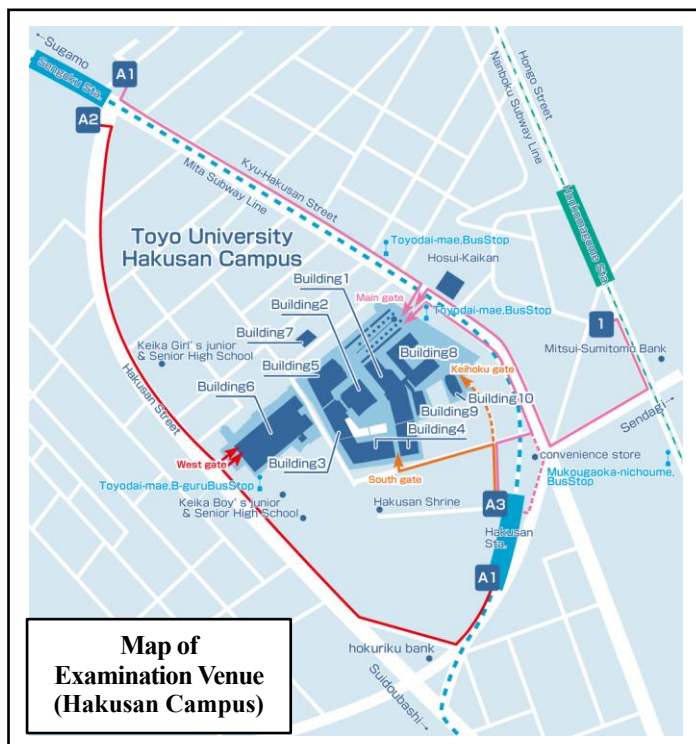


◆ Hakusan Campus

- 10-minute ride from JR Sugamo Station on the bus bound for Asakusa-kotobukicho; get off at Toyo-daigakumae
- 5-minute walk from Hakusan Station on the Toei Mita Line
- 7-minute walk from Sengoku Station on the Toei Mita Line
- 5-minute walk from Honkomagome Station on the Tokyo Metro Namboku Line
- 15-minute walk from Sendagi Station on the Tokyo Metro Chiyoda Line

◆ Otemachi Satellite

- 5-minute walk from Tokyo Station on the JR Line (Marunouchi North Exit)
- 1-minute walk from Otemachi Station on the Tokyo Metro Tozai Line (Direct access from Exit B3)
- 5-minute walk from Otemachi Station on the Toei Mita Line (Direct access from Exit B3)



Inquiries about Entrance Examinations

Education Affairs Section for Graduate Schools

Email: mldaig-ad@toyo.jp

TEL: 03-3945-7251

URL: <https://www.toyo.ac.jp/academics/gadmissions/>