

Meiji Gakuin University International Student Program (ISP)

Spring and Fall 2026 Application Instructions

The International Student Program is a program which opens to the students from Meiji Gakuin University's partner institutions. The program follows the regular academic calendar of Meiji Gakuin University and consists of two semesters: Spring (April to July) and Fall (September to January). Students may enter the program in either April or September for a semester or an academic year.

The nomination periods for the 2026 academic year are:

- For partner universities

Spring Semester (April to July): September 1st to October 1st 2025

Fall Semester (September to January): February 1st to March 1st 2026

- For ACUCA SMS institutions

Spring Semester (April to July): September 8th to October 8th 2025

Fall Semester (September to January): February 8th to March 8th 2026

Please nominate your students through the designated online form.

The link to the online form will be sent to you via email.

Online application periods for the 2026 academic year are:

- For partner universities

Spring Semester (April to July): October 10th to 24th 2025

Fall Semester (September to January): March 10th to 24th 2026

- For ACUCA SMS institutions

Spring Semester (April to July): October 10th to 24th 2025

Fall Semester (September to January): March 10th to 24th 2026

Instructions for online application will be emailed to the nominated students at the beginning of October for Spring semester and at the beginning of March for Fall Semester.

ONLY applicants who complete online application and upload the required documents by the deadline will be reviewed for admission.

Requirements:

1. GPA Score Requirements

Applicants must have GPA of 2.0 or above on 4.0 scale.

2. Language Requirements

Applicants are required to meet either ENGLISH requirements or JAPANESE requirements below.

ENGLISH: TOEFL iBT of 68, TOEFL ITP of 520, IELTS of 6.0, University of Cambridge First

Certificate in English with no less than a grade of B, Duolingo English Test of 100, or

TOEIC Listening and Reading of 820.

JAPANESE: Have studied the Japanese language for a minimum of one year at the university-level prior to arriving in Japan.

*Applicants from universities in countries where the official language is English are exempted from the language requirements.

Application Documents (All documents must be written in English or Japanese):

Please instruct students to prepare the documents below and upload them onto online application during the designated period. ONLY the applicants who complete by the deadline will be reviewed for admission.

*** Please note that additional documents may be required in the future due to revisions in Japan's immigration policies. Please check the website of the Japanese Embassy or consulate in your country for the latest information.**

1. College/University Official transcripts with the most up-to-date GPA and grade scale information

If the document is not in English or in Japanese, attach English or Japanese translation .

2. Proof of your financial source

Applicants have to prove that they have enough funds to support themselves for the duration of their stay in Japan with the documents below.

The minimum amount to be proved is:

One semester: Minimum of JPY 400,000, Two semesters: Minimum of JPY 800,000

Applicants can combine A-C to meet the required amount.

A : If applicants are financing themselves

Official Bank Balance Certificate (must be issued within 2 months at the time of application)

*If banks do not issue a balance certificate, please ask them to issue a letter that states the most up-to-date balance with follows.

- The name of the account holder

- Issuing date

- Signature of a bank official and/or an organization office stamp.

***A copy of a web page is accepted if all of the above information are on it.**

***Document(s) must be either in English or Japanese.**

B: If someone other than applicants is covering expenses

Official Bank Balance Certificate of the person covering an expense (must be issued within 2 months at the time of application)

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Written Oath for Defraying Expenses 【Personal Funds】 * Designated form

*The person covering the expenses must be the same person you fill in the application for COE.

*Document(s) must be either in English or Japanese.

C: If Scholarship/Student Loan is covering expenses

Certificate of the Scholarship/Student Loan

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Written Oath for Defraying Expenses 【Scholarship/Student Loan】 * Designated form

*The Certificate (or letter) must clearly state the name of organization providing the fund, amount of scholarship available during the visiting period, issuing date and signature of the funding organization and/or stamp of the organization.

3. Certificate of Health *Designated form can be downloaded on our home page.

This certificate must be filled in by the university clinic or home doctor within 6 months of the submission date.

4. Photocopy of Passport

Passport must be valid for the duration of their proposed stay in Japan at the time of application.

Provide a clearly legible copy of the biographical page with photo.

5. Digital Photo

- A color photo sized with less than 10MB formatted by jpeg.
- Recommended size :VGA (640×480 pixel)
- A photo that shows the applicant pictured alone.
- The applicant should face squarely to the front and should remove any hats, caps, head coverings or shaded glasses.
- There should be a PLAIN BACKGROUND with no shadows.
- The photo must be sharp and clear.
- The photo must have been taken within 3 months at the time of application.
- If the applicant wears glasses, glasses should not reflect light.
- This photo is to be used for COE application, there are strict photograph requirements of immigration service agency of Japan. Please check the web site below.

https://www.moj.go.jp/isa/applications/procedures/photo_info_00002.html?hl=en

Photos that are heavily edited (e.g., using apps to alter facial features) may be rejected. If your photo does not allow proper identity verification, you will need to resubmit it, which may delay the review process and your arrival in Japan.

6. English Language Test Information

If you wish to meet the language requirements in English, you must submit a copy of TOEFL, IELTS, Cambridge, Duolingo or TOEIC score report.

7. Japanese Language Proficiency

If you have a certificate of Japanese Language Proficiency Test (JLPT) or Japanese Proficiency Test (JPT), please submit a copy of the certificate.

8. Recommendation Letter (ONLY for the students from non-partner institutions)

***Designated form can be downloaded on our web site.**

A recommendation letter should be completed by a person familiar with your academic background and abilities.

9. TB Clearance Certificate (Required ONLY for students who are nationals of certain countries)

Japan has started TB screening called Pre-Entry Tuberculosis Screening (JPETS) for individuals staying more than 90 days from certain countries. If you are subject to this rule, you must submit a TB Clearance Certificate to Meiji Gakuin University at the time of application. Please see the details on JPETS at the last page of this Application Instructions.

Important Notes:

1. Certificate of Eligibility (COE)

Meiji Gakuin University will apply for Certificate of Eligibility(COE), which is required for applicants to obtain a Japanese student visa later. COE may be turned down if they do not provide us required information and application documents accordingly.

2. Courses

ISP students are allowed to take courses offered at both of Shirokane and Yokohama campuses.

Applicants should note that it takes approximately 90 minutes to get between the Yokohama Campus and the Shirokane Campus. The one-way fare is about 800 yen. Student discounts are not available for ISP students.

3. Registration to UNDERGRADUATE courses other than those open to ISP students

All UNDERGRADUATE courses taught in Japanese to degree seeking MGU students are only open to ISP students who have achieved a JLPT N1 level or a JPT score of 660 or higher. Students should also be aware that they must gain permission from the professors prior to registration, and that certain courses require prerequisites apart from

the abovementioned language requirements. No GRADUATE courses are open to ISP students regardless of their Japanese language proficiency.

4. Transcripts

Official academic transcripts will be issued in **mid-March for fall semester** and in **mid-September for spring semester**. For whatever reasons, requests for early issuance are not acceptable. Especially those who are graduating from their home institutions after the study period in MGU should confirm with the program coordinator of their home institutions before attending ISP.

5. Accommodation

ISP students are obligated to live in a University owned off-campus dorm as a condition of their acceptance to the program. Arrangement of personal housing will not be allowed.

*Students who have applied through CIS abroad are not subject to this rule.

Japan Pre-Entry Tuberculosis Screening (JPETS)

JPETS is a TB test to certify with the TB Clearance Certificate that foreign nationals who intend to enter Japan from target countries and stay for more than 90 days do not have active tuberculosis by undergoing a chest x-ray examination, etc., at a Panel Clinic before traveling to Japan.

Since a **TB Clearance Certificate** is **required for a COE application** and Meiji Gakuin University will apply for your COE on your behalf, **please submit the TB Certificate together with your other application documents by the deadline.**

Target Countries & Start Dates for Obligation to Submit TB Clearance Certificate:

Philippines, Nepal: From June 23, 2025

Vietnam: From September 1, 2025

Indonesia, Myanmar, China: TBD

Who is Exempt:

You do **not** need the TB certificate if you live **outside** the target countries and can prove it with the following documents:

1. A copy of your current **residence permit or other documentation issued by the government of the place of residence**, and
2. This explanation form: <https://www.moj.go.jp/isa/content/001441743.pdf>

Important:

- Since a TB Certificate is valid for 180 days, screening at a designated Panel Clinic must be done **on or after**:
 - **October 1** for spring semester, **March 1** for fall semester
- Screening too early may result in certificate expiry, while screening too late may cause you to miss the application deadline.
- **Costs are your responsibility**, and time/cost vary by clinic.

More information:

- **JPETS Official Site:** <https://jpets.mhlw.go.jp/index.html>
- **Immigration Services Agency:** https://www.moj.go.jp/isa/10_00219.html

International Center

Meiji Gakuin University

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