

## Meiji Gakuin University International Student Program (ISP) Spring and Fall 2025 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 2025 academic year are:

- For partner universities

**Spring Semester (April to July): September 1<sup>st</sup> to October 1<sup>st</sup> 2024**

**Fall Semester (September to January): February 1<sup>st</sup> to March 1<sup>st</sup> 2025**

- For ACUCA SMS institutions

**Spring Semester (April to July): September 8<sup>th</sup> to October 8<sup>th</sup> 2024**

**Fall Semester (September to January): February 8<sup>th</sup> to March 8<sup>th</sup> 2025**

Please upload the designated excel file for nomination.

The link to be uploaded will be sent to you by email.

Online application periods for the 2025 academic year are:

- For partner universities

**Spring Semester (April to July): October 10<sup>th</sup> to 24<sup>th</sup> 2024**

**Fall Semester (September to January): March 10<sup>th</sup> to 24<sup>th</sup> 2025**

- For ACUCA SMS institutions

**Spring Semester (April to July): October 10th to 24th 2024**

**Fall Semester (September to January): March 12th to 24th 2025**

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)**

**&**

**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**

**&**

**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 three 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](https://www.moj.go.jp/isa/applications/procedures/photo_info_00002.html?hl=en)

## 6. English Language Test Information

If applicants' language requirement is English, they must submit a copy of TOEFL, IELTS, Cambridge, Duolingo or TOEIC score report.

## 7. Japanese Language Proficiency

If applicants 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 an academic background and abilities of applicants.

### 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.

**International Center**

**Meiji Gakuin University**

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