

Meiji Gakuin University International Student Program (ISP)

Spring and Fall 2024 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 2024 academic year are:

Spring Semester (April to July): September 1st to October 1st 2023

Fall Semester (September to January): February 1st to March 1st 2024

Please e-mail us the designated excel file for nomination

Online application periods for the 2024 academic year are:

Spring Semester (April to July): October 6th to 20th 2023

Fall Semester (September to January): March 6th to 20th 2024

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

The applicants must have GPA of 2.0 or above on 4.0 scale.

2. Language Requirements

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

**Applicants from partner 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 prepare the documents below and upload them during the designated period. ONLY the applicants who complete by the deadline will be reviewed for admission.

1. College/University Official transcripts with GPA and grade scale information

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

2. Proof of your financial source

Prove that you have enough funds to support yourself for the duration of your 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

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

A : If you are financing yourself

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

*If your bank does not issue a balance certificate, please ask your bank to issue a letter that states your most up-to-date balance with information on the name of the account holder, issuing date and 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 yourself is covering your expenses

Official Bank Balance Certificate of the person covering your 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, in the application for COE.

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

C: If scholarship/Student Loan is covering your 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 to you, amount of scholarship available during your 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 your university clinic or home doctor.

4. Photocopy of Passport

Your 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 your photo).

5. Digital Photo

- The 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.
- A 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

- [To the students who have applied to this program before] Please submit a new photo which is taken within 3 months. The photo submitted to the previous application is not acceptable.

6. English Language Test Information

If your language requirement is 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 (JLPT) N1, 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.

Important Notes:

1. Certificate of Eligibility (COE)

Meiji Gakuin University will apply for your Certificate of Eligibility (COE), which is required for you to obtain a Japanese student visa in your country later. Your COE may be turned down if you do not provide us your 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.

3. 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.

4. Registration to courses other than those open to ISP students

Courses taught in Japanese to degree seeking MGU students are only open to ISP students who have passed Level N1 of the Japanese Language Proficiency Test (JLPT). 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.

5. 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.

International Center

Meiji Gakuin University

E-mail: mgicr@mguad.meijigakuin.ac.jp