

AY2021

Meiji University Graduate School of Science and Technology Application Guidelines

Period I Examinations: July 18 (Sat), 2020

Period II Examinations: February 24(Wed.), 2021

Due to cancellation of external English proficiency tests from March to April 2020 based on the outbreak situation of COVID-19, Period I Examination applicants of Master's Degree Program of International Program in Architecture and Urban Design (I-AUD) are not required to submit scores of such tests as part of application materials. For the latest information, please see the following website.

<https://www.meiji.ac.jp/cip/english/graduate/science/news/enjsp3000000ewjl.html>

[NOTE] International Program in Architecture and Urban Design is the only English-based program in Graduate School of Science and Technology. Other programs are offered in Japanese.

Master's Degree Program

- General Entrance Examinations
- Entrance Examinations for International Students
- Special Entrance Examinations for Adult Students
- Entrance Examinations for Early Admission

Doctoral Degree Program

- General Entrance Examinations
- Entrance Examinations for International Students
- Special Entrance Examinations for Adult Students



MEIJI UNIVERSITY

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- ◎Personal information submitted in the course of application and admission procedures will be used to administer the entrance examinations, admission decision announcement, admission procedures, and matters incidental thereto. Part of such operations will be outsourced to contractors designated by Meiji University. In outsourcing such operations, we may provide such personal information submitted by you to such contractors. We kindly ask for your understanding.
- ◎If you are physically challenged etc., and would like to receive special consideration for the entrance examinations period and while you study, please report to the Graduate School Section of the School of Science and Technology Office at least three (3) weeks before the application deadline.
- ◎If any applicant expected to graduate or complete a course fails to do so, he/she will not be admitted even if he/she has passed the examinations.

[Admission Policy]

[Master's Degree Program]

The Graduate School of Science and Technology aims to produce first-rate specialized professionals and researchers rich in humanities who understand the laws of nature and principles of mathematics and apply the scientific and technical knowledge derived from this understanding for contribution to the ongoing advancement and happiness of humankind.

We admit ambitious students with a basic education in the fields of natural science and humanities and social science who desire to contribute to the development of science and engineering with the ability to think logically and possess a strong, inquisitive mind.

With the above ideals of desirable students in mind, we administer internal entrance examinations, general entrance examinations, entrance examinations for international students, special entrance examinations for adult students and early admission entrance examinations and make selections of graduate students.

Descriptions and levels of knowledge or other qualities that enrollees require are as follows:

- (1) to have the basic academic skills to learn academic frameworks of the field of the program in which they desire to enroll in; and
- (2) to have acquired the communication skills and linguistic ability necessary for research activities.

[Doctoral Degree Program]

The Graduate School of Science and Technology aims to produce independent researchers and first-rate specialized professionals who understand the laws of nature and principles of mathematics and apply the scientific and technical knowledge derived from this understanding for contribution to the ongoing advancement and happiness of humankind.

In light of this aim, we admit students with strong, inquisitive mind to deepen research activities in the specialized field who are highly motivated to identify problems on their own and proactively resolve them.

With the above ideals of desirable students in mind, we administer internal entrance examinations, general entrance examinations, entrance examinations for international students and special entrance examinations for adult students and make selections of graduate students.

Descriptions and levels of knowledge or other qualities that enrollees require are as follows:

- (1) to have acquired sufficient academic ability to perform research activities in the specialized field through the education and research in the Master's Degree Program and have the ability to think logically; and
- (2) to have the linguistic abilities and communication skills to present results of research activities at international conferences, symposiums or other related venues as well as to have discussions with domestic and foreign researchers.

[Curriculum Policy]

[Master's Degree Program]

The Graduate School of Science and Technology aims to produce highly skilled professionals and researchers rich in humanities who understand the laws of nature and principles of mathematics and apply the scientific and technical knowledge derived from this understanding for contribution to the ongoing advancement and happiness of humankind. In order to achieve this educational objective, the Graduate School has established a curriculum based on the following policies:

Master of Engineering

By selecting specialization courses (engineering) from the main courses offered within their specializations and pursuing a research theme under the guidance of their supervisor, Graduate School students acquire the ability to think scientifically and the skills and methodologies for identifying problems by self-initiative and solving them by applying their own ideas.

The curriculum enables students to acquire specialized academic skills in their chosen field through special courses in science and technology available for each individual specialization. Moreover, the curriculum achieves balance by including courses common to all programs that address a broad range of themes and interdisciplinary subject areas, so that students can develop both a broad perspective that considers science and technology within the social context and the flexibility that enables them to explore interdisciplinary themes and new fields of study.

Master of Science

By selecting specialization courses (science) from the main courses offered within their specializations and pursuing a research theme under the guidance of their supervisor, Graduate School students acquire the ability to think scientifically and the skills and methodologies for identifying problems by self-initiative and solving them by applying their own ideas.

The curriculum enables students to acquire in-depth and specialized academic skills in their chosen field through special courses in natural science available for each individual specialization. Moreover, the curriculum achieves balance by including courses

common to all programs that address a broad range of themes and interdisciplinary subject areas, so that students can develop both a broad perspective that considers natural science within the social context and the flexibility that enables them to explore interdisciplinary themes and new fields of study.

Master of Architecture

By selecting specialization courses from the main courses offered within International Program in Architecture and Urban Design (I-AUD) of Architecture and Urbanism Program and pursuing a research theme under the guidance of their supervisor, Graduate School students acquire the ability to think scientifically, the international-standard practical skills and the skills and methodologies for identifying problems by self-initiative and solving them by applying their own ideas.

The curriculum enables students to acquire highly skilled specialized academic skills in the specific field of architecture through special courses available for architecture and urbanism specialization. Moreover, the curriculum achieves balance by including courses common to all programs that address a broad range of themes and interdisciplinary subject areas, so that students can develop both a broad perspective that considers science and technology within the social context and the flexibility that enables them to explore interdisciplinary themes and new fields of study.

Master of Arts

By selecting cross-sectional and interdisciplinary specialization courses from the main courses offered within their specializations and pursuing a research theme under the guidance of their supervisor, Graduate School students acquire the ability to think scientifically and the skills and methodologies for identifying problems by self-initiative and solving them by applying their own ideas.

The curriculum enables students to acquire specialized academic skills in their chosen field through special courses in science and technology available for each individual specialization. Moreover, the curriculum achieves balance by including courses common to all programs that address a broad range of themes and interdisciplinary subject areas, so that students can develop both a broad perspective that considers science and technology within the social context and the flexibility that enables them to explore interdisciplinary themes and new fields of study.

[Doctoral Degree Program]

The Graduate School of Science and Technology aims to produce independent researchers and highly skilled professionals who understand the laws of nature and principles of mathematics and apply the scientific and technical knowledge derived from this understanding for contribution to the ongoing advancement and happiness of humankind.

Doctor of Engineering

Graduate School students enrolled in the Doctoral Program address research themes related to their specialized field (engineering) under the guidance of their supervisor and strive toward completion of a doctoral dissertation. Graduate School students take the initiative in establishing research themes related to science and technology, formulating and implementing research plans, and disseminating their research achievements. While deepening their academic knowledge in the selected specialized field (engineering) during coursework, students increase their ability to think logically and to understand problems accurately in order to find solutions.

Doctor of Science

Graduate School students enrolled in the Doctoral Program address research themes related to their specialized field (science) under the guidance of their supervisor and strive toward completion of a doctoral dissertation. Graduate School students take the initiative in establishing research themes related to science and technology, formulating and implementing research plans, and disseminating their research achievements. While deepening their academic knowledge in the selected specialized field (science) during coursework, students increase their ability to think logically and to understand problems accurately in order to find solutions.

Doctor of Architecture

Graduate School students enrolled in the Doctoral Program address research themes related to their specialized field (architecture) under the guidance of their supervisor and strive toward completion of a doctoral dissertation. Graduate School students take the initiative in establishing research themes related to science and technology, formulating and implementing research plans, and disseminating their research achievements. While deepening their academic knowledge in the selected specialized field (architecture) during coursework, students increase their ability to think logically and to understand problems accurately in order to find solutions.

Doctor of Philosophy

Graduate School students enrolled in the Doctoral Program address research themes related to their specialized field (interdisciplinary field) under the guidance of their supervisor and strive toward completion of a doctoral dissertation. Graduate

School students take the initiative in establishing research themes related to science and technology, formulating and implementing research plans, and disseminating their research achievements. While deepening their academic knowledge in the selected specialized field (interdisciplinary field) during coursework, students increase their ability to think logically and to understand problems accurately in order to find solutions.

[Diploma Policy]

[Master's Degree Program]

The Graduate School of Science and Technology aims to produce highly skilled professionals and researchers rich in humanities who understand the laws of nature and principles of mathematics and apply the scientific and technical knowledge derived from this understanding for contribution to the ongoing advancement and happiness of humankind.

In light of these objectives, the Master's Program awards a Master's degree (Master of Engineering, Master of Science, Master of Architecture or Master of Arts) to those who meet the completion requirements stipulated by the Graduate School and whose academic record and dissertation examination results demonstrate that they have acquired the following qualities and capabilities:

Master of Engineering

- (1) Knowledge of a broad range of science and technology and applications thereof for the common good, and sufficient academic ability in their chosen specialist field (engineering).
- (2) Ability to think logically and identify and solve problems independently.

Master of Science

- (1) Broad and profound knowledge of natural science and sufficient academic ability in their chosen specialist field (science).
- (2) Ability to think logically and identify and solve problems independently.

Master of Architecture

- (1) Knowledge of a broad range of science and technology, and sufficient academic ability in their chosen specialist field (architecture).
- (2) Ability to think logically and identify and solve problems independently, as well as ability to communicate in foreign languages needed to engage in architectural and urban design in an international environment.

Master of Arts

- (1) Cross-sectional knowledge and sufficient academic ability in their chosen specialist field (interdisciplinary field and so on).
- (2) Ability to think logically and identify and solve problems independently.

[Doctoral Degree Program]

The Graduate School of Science and Technology aims to produce independent researchers and highly skilled professionals who understand the laws of nature and principles of mathematics and apply the scientific and technical knowledge derived from this understanding for contribution to the ongoing advancement and happiness of humankind.

In light of these educational objectives, the Doctoral Program awards a Doctoral degree (Doctor of Engineering, Doctor of Science, Doctor of Architecture or Doctor of Philosophy) to those who meet the requirements for the degree stipulated by the Graduate School and whose doctoral dissertation examination results demonstrate that they have acquired the following qualities and capabilities:

Doctor of Engineering

- (1) Ability to engage in research activities independently, from the establishment of a research theme to the dissemination of research achievements with a view to sharing their effects for the common good.
- (2) Advanced research skills underpinned by a wealth of academic knowledge in the field of engineering required as an independent researcher or highly skilled professional, as well as ability to create new values based on such skills.

Doctor of Science

- (1) Ability to engage in research activities independently, from the establishment of a research theme to the dissemination of research achievements.
- (2) Advanced research skills underpinned by a wealth of academic knowledge in the field of science required as an independent researcher or highly skilled professional, as well as ability to contribute to the advancement of natural science by sharing achievements based on such skills for the common good.

Doctor of Architecture

- (1) Ability to engage in research activities independently, from the establishment of a research theme to the dissemination of research achievements.
- (2) Advanced research skills underpinned by a wealth of academic knowledge in the field of architecture required as an independent researcher or highly skilled professional, as well as ability to play a leading role in the international society by creating new values.

Doctor of Philosophy

- (1) Ability to engage in research activities independently, from the establishment of a research theme to the dissemination of research achievements.
- (2) Advanced research skills underpinned by a wealth of academic knowledge in the interdisciplinary field required as an independent researcher or highly skilled professional.

[Human Resource Development and Other Educational and Research Objectives]

[Graduate School of Science and Technology]

In the Graduate School of Science and Technology, we conduct educational and research activities to understand the laws of nature and principles of mathematics and apply them to realize continuous advancement and well-being of humankind, that is, aiming at the fusion of science and technology. The curriculum is therefore designed to offer basic courses while referring to their applications, applied courses while paying attention to their theoretical foundations, and interdisciplinary courses while acknowledging their broader implications. It aims to develop researchers and high-level professionals who are active not only in science and technology, but also in interdisciplinary fields among the social and human sciences, who move with the changing times and seek challenges in new fields, and who possess a well-rounded character and abilities suited to an international career.

[Electrical Engineering Program]

The Electrical Engineering Program aims to train individuals with strong analytical skills who have completed specialized courses in electrical engineering based on the foundation of electrical engineering knowledge and who are equipped with a scientific mind and a creative approach that will enable them to flourish in leadership roles in a variety of fields as engineers with advanced specialization. Students conduct highly specialized research and receive education founded on electrical engineering while obtaining a broad overview of science and technology. This training enables graduates to meet the current demand for diversification and specialization as researchers and engineers in all areas related to electrical engineering.

The Master's Degree Program trains electrical engineers who have acquired advanced skills and wide-ranging knowledge related to electrical engineering. The Doctorate Program trains engineers and researchers who can build on the skills and knowledge learned in the Master's Degree Program to create new value founded on their interdisciplinary education. These researchers and engineers at the cutting edge of science and technology can play a leading role in advancing science and technology in the future.

[Mechanical Engineering Program]

The Mechanical Engineering Program aims to organically connect all of the wide-ranging fields within and related to mechanical engineering fields to create new systems and technology that meet the demands of society. This program develops internationally oriented mechanical engineers and researchers who can think and act independently with a high level of creativity and expertise and a strong sense of ethics and values. This program also aims at conducting research that contributes to developing, expanding, and deepening the fields within mechanical engineering and at using these research results and cultivated educational abilities to benefit society.

The Master's Degree Program trains mechanical engineers who have acquired advanced skills and wide-ranging knowledge regarding mechanical engineering. The Doctorate Program trains engineers and researchers who can build on the skills and knowledge learned in the Master's Degree Program to create new value founded on their interdisciplinary education. These researchers and engineers at the leading edge of science and technology can play a leading role in advancing science and technology in the future.

[Architecture and Urbanism Program]

The Architecture and Urbanism Program aims to train capable individuals with an international perspective and who can contribute to the sustainable development of the environment, culture, and human society. These individuals will be responsible for the construction and reinvigoration of a spatial environment with architecture and urbanism at its center.

The preconditions for achieving this goal of fostering capable individuals are the establishment of a foundation for education and research that supports innovation, integration, and interdisciplinary understanding based on the solid systems of architecture; training for architecture and urbanism design professionals who can utilize their skills in the international environment; and a redefinition of the arts and of cultural education, which are the bases for creating environments. With these preconditions as the bedrock, this program has developed an architecture course, an international program in architecture and urban design, and a course on places, arts, and consciousness.

(Course in Architecture)

The Course in Architecture aims to foster capable individuals who can contribute to the sustainable development of human environments from a comprehensive, interdisciplinary perspective and through innovativeness based on the solid systems of architecture. The ultimate goal is to sustain a society that is safe, secure, comfortable, and in harmony with the natural environment through creating a spatial environment. To this end, this course trains researchers and engineers who are trusted by society through their educational research that is based on the solid systems of architecture.

The Master's Degree Program trains professionals and researchers who have cutting-edge skills and advanced knowledge related to the history, design, planning, and building of structures and materials, as well as the building of environments and facilities. The Doctorate Program reinforces the specialization that the Master's Degree Program has cultivated in students and takes it to a higher level, and it produces researchers and educators who are original thinkers and are prepared to engage in specialized, innovative research and development and to play a leading role in the professional world.

(International Program in Architecture and Urban Design)

The International Program in Architecture and Urban Design seeks to foster architecture and urban design professionals who can flourish in the international environment and planners and designers who have the practical capabilities to design and reinvigorate architecture and cities in that environment.

The Master's Degree Program trains highly advanced professionals and researchers who have the necessary knowledge, skills, and linguistic abilities to practice urban and architectural design and work in the international environment. The Doctorate Program takes the specialization that the Master's Degree Program has cultivated in students to a higher level and seeks to produce researchers, educators, and businesspeople who can play a leading role in the international community.

(Course in Places, Arts and Consciousness)

The Course in Places, Arts, and Consciousness trains capable individuals who can connect creative research that is conducted and the insights that are gained regarding the current state and history of arts and culture with due consideration given to the natural and social environments.

The Master's Degree Program trains researchers, educators, and authors who possess deep and broad-ranging knowledge that is related to a particular artistic field and that spans many artistic areas. The Doctorate Program reinforces the high level of specialization that the Master's Degree Program has cultivated in students, and it trains capable individuals who can play a leading role in the international community in every artistic field.

[Applied Chemistry Program]

The Applied Chemistry Program aims to foster scientists and engineers who possess an original vision and a broad perspective ranging from the basics to advanced applications. The research and teaching in this program cover basic material related to advanced theoretical principles of science and engineering and also include chemistry, from the fundamentals to practical applications, including interdisciplinary areas.

The Master's Degree Program fosters engineers and researchers who have the knowledge that allows them to be immediately effective in meeting the needs of the chemical industry. This knowledge covers a range of fields, including fundamental chemistry and research on practical technology. The Doctorate Program leverages the skills developed in students in the Master's Degree Program to foster researchers who are innovative, flexible thinkers, can advance science and technology, and possess the ability to execute plans that actualize emerging ideas in new fields.

[Computer Science Program]

The Computer Science Program aims to foster rich creativity and the ability to think flexibly to carve out a new era. We provide students with a sophisticated level of practical education in their specialized fields after further reinforcing their basic skills, so that they can acquire the ability to identify problems and solve them keeping pace with the rapidly changing

times. In addition, we develop internationally-minded experts in computer science possessing creativity and broad perspectives. Students will acquire research and development abilities in their specialized fields through research, and disseminate useful and novel research outcomes and works in and outside Japan.

The Master's Degree Program develops human resources who understand advanced theories of computer science and utilize them in the development and operation of actual systems. The Doctorate Program develops highly specialized developers and independent researchers who can create new theories for computer science and establish systems by applying the same.

[Mathematics Program]

The objective of training people in the Mathematics Program is threefold: using, creating, and conveying mathematics. Graduate education is not limited to just one of the abovementioned areas, and these areas are not treated as unrelated. Rather, students learn through closely connecting these objectives with each other to contribute to the objective of training capable individuals.

The Master's Degree Program takes an original perspective, which is an all-encompassing view of science and technology, including mathematics. It then trains students in the ability to use, create, and convey mathematics in order to use this perspective as the cornerstone of their social involvement after they complete the Master's Degree Program. The doctoral program emphasizes the aspect of creating mathematics and guides students in ways that they can put special effort into returning the results of such creation to society.

[Physics Program]

The Physics Program aims to equip students with a sound view of the natural world that is supported by an understanding of the laws of nature. Its goal is to foster capable individuals who can think deductively to understand physical phenomena in every setting on the basis of the fundamental principles of physics.

The Master's Degree Program trains professionals and researchers who can contribute to society by leveraging their expertise in physics and their logical approach to thinking. The Doctorate Program promotes independent physics research and seeks to train researchers who can contribute to the development of the natural sciences through the results of their work.

[NOTE] All dates and times written in this guideline are based on Japan Standard Time (JST).

1. Entrance Examination Schedules

Written examinations and interview examinations will be administered at the Meiji University Ikuta Campus. For examination timetables, see “4. Examination Timetable/Written Examination Subjects.” Details such as meeting time, venue, schedule, etc., for specific examinations will be notified when sending an examination admission card.

Master’s Degree Program/Doctorate Program

(Other than the International Program in Architecture and Urban Design, Architecture and Urbanism Program)

Exam. Period	Examination Type	Application Period (If sent from within Japan, valid if postmarked on or before the deadline)	Examination Date	Date/Time of Announcement of Results	Deadline for Admission Procedures
Period I	General For International Students For Adult Students	Jun. 8 (Mon) 2020 - Jun. 12 (Fri) 2020	July. 18 (Sat) 2020	Aug 8 (Sat) 2020 1:00 p.m.	Mar.10 (Wed) 2021 (tentative)
Period II	General For International Students For Adult Students For Early Admission (Master’s Degree Program Only)	Dec. 14 (Mon) 2020 – Dec. 18 (Fri) 2020	Feb. 24 (Wed) 2021	Mar. 1 (Mon) 2021 1:00 p.m.	

(For the International Program in Architecture and Urban Design, Architecture and Urbanism Program Only)

Exam. Period	Examination Type	Application Period (If sent from within Japan, valid if postmarked on or before the deadline)	Examination Date	Date/Time of Announcement of Results	Deadline for Admission Procedures
Period I	General For International Students (incl. Type A)*2 For Adult Students	Jun. 8 (Mon) 2020 - Jun. 12 (Fri) 2020	July 18 (Sat) 2020	Aug. 8 (Sat) 2020 1:00 p.m.	Mar.10 (Wed) 2021 (tentative)
	For International Students (Type B only)*2 (For those residing outside Japan)*3		Application Document Screening Only		
Period II	General For International Students (incl. Type A)*2 For Adult Students	Nov. 9 (Mon) 2020 – Nov. 13 (Fri) 2020	Feb. 24 (Wed) 2021	Mar. 1 (Mon) 2021 1:00 p.m.	
	For International Students (Type B only)*2 (For those residing outside Japan)*3		Application Document Screening Only	Dec. 8 (Tue) 2020 1:00 p.m.	

*1 Administration Office closed from Dec. 26 (Sat) 2020 to Jan. 7 (Thu) 2021.

*2 Type A and Type B examinations for international students are applicable only to applicants for the Master’s Degree Program.

*3 Type B examination for international students for the International Program in Architecture and Urban Design, Architecture and Urbanism Program is available only to those who are a non-Japanese national and residing abroad (not registered as a resident in Japan) at the time of application, and who are unable to come to Japan for examinations. Those residing in Japan shall apply for Type A examination.

2. Admission Intake Capacity

Program	Electrical Engineering	Mechanical Engineering	Architecture and Urbanism	Applied Chemistry	Computer Science	Mathematics	Physics
Master’s Degree Program	82	86	80	40	40	15	16
Doctorate Program	6	7	7	5	3	3	3

* Admission Intake Capacity indicates the total number of applicants admitted for all examinations administered in AY2020.

3. Eligibility Requirements

(1) General Entrance Examinations

Please see the Japanese guidelines for details if you are not an international student and wish to apply for General Entrance Examinations.

(2) Entrance Examinations for International Students

Master's Degree Program

Those who are a non-Japanese national and have completed an entire course of primary and secondary education at a foreign educational institution, and meet any of the following:

- [1] Those who have completed 16 years of school education in a foreign country or are expected to complete such education by March 31, 2021; (Note 1)
- [2] Those who have received a degree equivalent to a bachelor's degree or are expected to receive such a degree by March 31, 2021 by completing a course of which required years for graduation are three (3) years or more at a foreign university or any other foreign school.
- [3] Those who have graduated from a Japanese university as an international student in Japan or are expected to graduate by March 31, 2021;
- [4] Those who are recognized by the Graduate School as having academic ability equivalent to or superior to that of a university graduate through individual screening of the eligibility, and will reach 22 years of age by March 31, 2021. (Note 1)

* Those who have attended part of primary and secondary education in Japan may be deemed eligible to apply. If you have any questions about your eligibility, please undergo prior verification of application qualification.

[Examination Categories] (For the International Program in Architecture and Urban Design, Architecture and Urbanism Program Only)

Category	Application Conditions
Type A Exams administered at the University	Those who are registered as a resident and residing in Japan at the time of application; or those who have difficulty in obtaining two (2) letters of recommendation from their academic supervisors, etc., in at the institution to which they currently belong.
Type B Document Screening	Those who are not registered as a resident in Japan and residing outside of Japan at the time of application, have difficulty in sitting for entrance examinations administered at the University, and can obtain two (2) letters of recommendation from their academic supervisors etc., at the institution to which they currently belong.

Doctoral Degree Program

Those who are a non-Japanese national and have completed an entire course of primary and secondary education at a foreign educational institution, and meet any of the following:

- [1] Those who graduated from a university and received a bachelor's degree (or a degree equivalent thereto) and have received a degree equivalent to a master's degree or a professional degree in a foreign country, or those who are expected to receive the same by March 31, 2021;
- [2] Those who graduated from a university and received a bachelor's degree (or a degree equivalent thereto) and have received a master's degree or a professional degree as an international student at a Japanese graduate school, or those who are expected to receive the same by March 31, 2021;
- [3] Those who are recognized by the Graduate School as having academic ability equivalent to or superior to those who have a master's degree or a professional degree through individual screening of the eligibility, and will reach 24 years of age by March 31, 2021. (Note 1) (Note 2)

* Those who have attended part of primary and secondary education in Japan may be deemed eligible to apply. If you have any questions about your eligibility, please undergo prior verification of application qualification.

Notes on Eligibility Requirements

Note 1) If either Eligibility Requirement [1] for the Master's Degree Program and do not have a degree equivalent to a bachelor's or higher degree, or Eligibility Requirement [4] for the Master's Degree Program or Eligibility Requirement [3] for the Doctorate Program is applicable to you and would like to take entrance examinations for international students, please report to the School of Science and Technology Office in advance, obtain an Application Form for Verification of Application Qualification from the website of the Graduate School of Science and Technology, and submit all of the necessary documents specified below by the deadline. Please do not pay the screening fee, as acceptance of application will be on hold until verification is completed.

[Deadline] (No later than the specified date)

Period I Examinations: April 20 (Mon)

Period II Examinations: November 6 (Fri) *

* For those who seek to apply for Period II examinations for the International Program in Architecture and Urban Design, Architecture and Urbanism Program, the deadline is September 18 (Fri).

[Documents necessary for verification of application qualification]

[1] "Application Form for Verification of Application Qualification" (Designated form); [2] all required application materials; [3] other documents deemed necessary by the Graduate School.

Note 2) Those who graduated from a university and have been engaged in research at a university, research institute, etc., for at least two (2) years, and are recognized by the Graduate School based on the results of such research as having academic ability equivalent to or greater than those who have a master's degree; or those who have been engaged in research at a university, research institute, etc., for at least two (2) years after having completed 16 years of school education in a foreign country or after having completed 16 years of school education in a foreign country by taking a correspondence course provided by schools in such foreign country in Japan, and are recognized by the Graduate School based on the results of such research as having academic ability equivalent to or greater than those who have a master's degree.

1. Applicants residing in Japan must be those who can acquire or extend the "Student" status of residence, etc., under the "Immigration Control and Refugee Recognition Act" with the aim of advancing to a school of higher grade or study.
2. Applicants residing outside of Japan must be those who can obtain a visa based on the "Certificate for Entrance Examinations" issued by the Graduate School of Meiji University and enter Japan by the prescribed date.

(3) Special Entrance Examinations for Adult Students

Please see the Japanese guidelines for details if you are not an international student and wish to apply for Special Entrance Examinations for Adult Students.

(4) Entrance Examinations for Early Admission

Please see the Japanese guidelines for details if you are not an international student and wish to apply for Entrance Examinations for Early Admission.

4. Examination Timetable/Written Examination Subjects

(1) **Master's Degree Program** General/International Students/Adult Students/Early Admission *

* For Early Admission, written examinations are conducted only for Computer Science.

Program (Course) \ Time	1 st Period 9:00 - 11:00 a.m.	2 nd Period 11:40 a.m. – 12:40 p.m.	Afternoon
Electrical Engineering	Basic Subjects/Specialized Subjects for each Program (Points allotted: 200 points)	Score of an external English proficiency test (Points allotted: 100 points) * No written examination given.	Interview exam. (Note 3) (Note4) * For the interview start time, refer to the notice enclosed with the examination admission card.
Mechanical Engineering			
Architecture and Urbanism Course in Architecture		English (Points allotted: 100 points)	
Computer Science			
Applied Chemistry			
Mathematics			
Physics			
Architecture and Urbanism International Program in Architecture and Urban Design (Excl. Type B for Int'l Students)	No written examination given.		
Program (Course) \ Time	1 st Period 9:00 - 10:30 a.m.	2 nd Period 11:40 a.m. – 12:40 p.m.	
Architecture and Urbanism Course in Places, Arts and Consciousness	Essay (Note 1) (Points allotted: 100 points)	English (Note 2) (Points allotted: 100 points)	

(Note 1) As for "Essay" in the entrance examinations for international students for the Course in Places, Arts and Consciousness of Architecture and Urbanism Program, you may choose either Japanese or English as a language for the examination questions. If you choose English, please write "Essay (English)" in the Written Examination Subject section of Application Form A.

(Note 2) Applicants for the Course in Places, Arts and Consciousness of Architecture and Urbanism Program who are a national of an English-speaking country or who have completed (or are expected to complete) a course of school education in English may be exempted from the "English examination" by submitting supporting documentation. Make sure to report to the School of Science and Technology Office in advance, and submit such supporting documentation by the deadline of Verification of Application Qualification specified in the "3. Eligibility Requirements" section.

(Note 3) Applicants for the Course in Places, Arts and Consciousness of Architecture and Urbanism Program who would like to produce a work as part of their Master's research may present their portfolio of works at the interview examination. If you would like to present your portfolio by using a PC slide projector, bring your own PC and an adapter to connect to a RGB cable or HDMI cable.

(Note 4) Interview exam for International Program in Architecture and Urban Design (excl. Type B for Int'l Students) will be conducted in English. Applicants may bring to the interview presentation boards, models, etc. in order to provide a supplementary explanation about the portfolio submitted as an application material.

[1] Exam Coverage of "Basic Subjects/Specialized Subjects" for Master's Degree Program

Program/Course	Areas Covered
Electrical Engineering	Examination covers the areas of "Electromagnetism" and "Electric Circuitry." Two questions on electric circuitry and two questions on electromagnetism will be given, and the applicants must answer all four questions.
Mechanical Engineering	Questions will be given from each area of "Material Mechanics," "Design/Industrial Engineering (incl. Reliability Engineering)," "Thermal/fluid mechanics," "Dynamics of Machinery" and "Mechatronics/Control" and the applicants must answer all the questions.
Architecture and Urbanism Course in Architecture	The whole field of Architecture

Computer Science	The applicants must select and answer four questions out of the following six: "Mathematics," "Programming," "Basics," "Software," "Hardware" and "Application"
Applied Chemistry	1. Basic Subjects: Questions will be given from the areas of "Inorganic Chemistry," "Organic Chemistry" and "Physical Chemistry." 2. Specialized Subjects: Four questions will be given from the areas of "Inorganic Chemistry," "Organic Chemistry," "Chemical Engineering" and "Analytical Chemistry." The applicants must answer all the questions for No. 1 and select and answer two questions for No. 2.
Mathematics	1. Basic Subjects: One question each from the areas of "Linear Algebra" and "Calculus" 2. Specialized Subjects: Two questions each from "Algebra," "Geometry" and "Analysis" The applicants must answer both two questions for No. 1 and select and answer one out of the six questions for No. 2.
Physics	In the General Entrance Examinations/Entrance Examinations for International Students for the Physics Program, questions of Basic Subjects and Specialized Subjects will be given from the areas of: [1] "Mechanics," [2] "Electromagnetism," [3] "Quantum Mechanics"/"Statistical Mechanics." The applicants must answer all of [1], [2] and [3].

[2] Handling of English Examinations (Master's Degree Program)

Program (Course)	Handling of "English Examinations" (Note 3)	
	Screening based on the score of an external English proficiency test (Note 1)	Screening based on a written examination administered by the University
Electrical Engineering	Selectable (Note 2) * No change is allowed after submitting application.	
Mechanical Engineering	Conducted	Not conducted
Architecture and Urbanism Course in Architecture	Conducted	Not conducted
Architecture and Urbanism International Program in Architecture and Urban Design	Not conducted. But the score of an external English proficiency test needs to be submitted as part of the application materials.	Not conducted
Architecture and Urbanism Course in Places, Arts and Consciousness	Selectable (Note 2) * No change is allowed after submitting application.	
Applied Chemistry	Not conducted	Conducted
Computer Science	Conducted	Not conducted
Mathematics	Selectable (Note 2) * No change is allowed after submitting application.	
Physics	Selectable (Note 2) * No change is allowed after submitting application.	

(Note 1) Score of an external English proficiency test refers to that of either TOEIC® or TOEFL® (iBT).

(Note 2) Applicants for a Program (Course) which allows selection of either screening based on the score of an external English proficiency test or screening based on a written examination administered by the University shall select either type upon application and fill in the Written Examination Subject section of Application Form A. No change is allowed after submitting application (See page 22).

(Note 3) Due to the outbreak situation of COVID-19, there are changes made to the "Handling of English Examinations," so please see the website of the Graduate School of Science and Technology.

[Reference] Scores of the external English proficiency tests will be converted as shown in the table below:

	Full Points	Zero Point
TOEIC®	730	230
TOEFL® (iBT)	80	25

(2) Doctoral Degree Program General/International Students/Adult Students

Program (Course)	Time	
	11:40 a.m. – 12:40 p.m.	Afternoon
Electrical Engineering	Score of an external English proficiency test (Points allotted: 100 points)	Interview exam. * For the interview start time,
Mechanical Engineering		

Computer Science	* No written examination given.	refer to the notice enclosed with the examination admission card.
Architecture and Urbanism ^(Note 1) ^(Note2)	English (Points allotted: 100 points)	
Applied Chemistry		
Mathematics		
Physics		

(Note 1) Applicants for the Course in Places, Arts and Consciousness of Architecture and Urbanism Program who are a national of an English-speaking country or who have completed (or are expected to complete) a course of school education in English may be exempted from the “English examination” by submitting supporting documentation. Make sure to report to the School of Science and Technology Office in advance, and submit such supporting documentation by the deadline of Verification of Application Qualification specified in the “3. Eligibility Requirements” section.

(Note 2) English examination for International Program in Architecture and Urban Design will be an English essay.

(Note 3) If there are any changes made to the “Handling of English Examinations,” they will be notified on the website of the Graduate School of Science and Technology.

[1] Handling of English Examinations (Doctoral Degree Program)

Program (Course)	Handling of “English Examinations” ^(Note 3)	
	Screening based on the score of an external English proficiency test ^(Note 1)	Screening based on a written examination administered by the University
Electrical Engineering	Selectable ^(Note 2) * No change is allowed after submitting application.	
Mechanical Engineering	Conducted	Not conducted
Architecture and Urbanism	Not conducted	Conducted
Applied Chemistry	Not conducted	Conducted
Computer Science	Conducted	Not conducted
Mathematics	Not conducted	Conducted
Physics	Selectable ^(Note 2) * No change is allowed after submitting application.	

(Note 1) Score of an external English proficiency test refers to that of either TOEIC® or TOEFL® (iBT).

(Note 2) Applicants for the Physics Program may select either screening based on the score of an external English proficiency test or screening based on a written examination administered by the University. Please select either type upon application and fill in the Written Examination Subject section of Application Form A. No change is allowed after submitting application. See below for the score conversion.

(Note 3) Due to the outbreak situation of COVID-19, there are changes made to the “Handling of English Examinations,” so please see the website of the Graduate School of Science and Technology.

[Reference] Scores of the external English proficiency tests will be converted as shown in the table below:

	Full Points	Zero Point
TOEIC®	730	230
TOEFL® (iBT)	80	25

5. Notes for the Day of Examinations

- (1) An examination admission card containing an examinee’s number will be sent to the applicants who have completed the application procedures correctly. The examination admission card will be necessary to take the examinations. Please make sure to bring it with you on the day of examinations. You will not be allowed to take examinations without the examination admission card.
- (2) Before starting the written examinations, important notes will be explained and the applicants’ ID photo verification will be conducted. Make sure to be seated by the meeting time specified by the Graduate School. If you arrive after the time, important notes will not be explained again.
- (3) Those who arrive more than 30 minutes after the start of an examination will not be allowed to take the examination.
- (4) The venue of written examinations and the meeting time will be notified when an examination admission

card is sent.

- (5) Details of the interview examination will be announced on the day of written examinations.
- (6) Disable all alarm settings of your watch, mobile phone, smartphone, wearable device, turn them off, and put them in your bag. It is not allowed to use such devices as a clock/watch. If any devices ring in a bag, an examination proctor may take the bag outside of the examination room without obtaining approval from you.
- (7) Any person who is considered to have made misconduct will not be allowed to continue the examination.
- (8) If you have an infectious disease specified under the School Health and Safety Act as a disease, patients of which shall be suspended from school attendance (influenza, measles, chicken pox, etc.), and the same is not cured on the day of entrance examinations, please refrain from taking the examinations in principle to prevent infection to other examinees and proctors, except for cases where a school doctor or any other doctor has affirmed that there is no risk of transmission based on the disease condition. However, even if you have refrained from taking examinations due to the preceding reasons, we will neither grant special measures such as supplementary examinations nor refund the screening fee. Therefore, please take care of your physical condition carefully for the examinations.

Note 1) An examination admission card will be sent out to reach the applicants at least three (3) days before the date of examinations. If you have not received it three (3) days before the examination day, please contact the School of Science and Technology Office.

Note 2) If you have lost your examination admission card, we will reissue it at the School of Science and Technology Office on the examination day. Considering the time necessary for reissuance, please come to the school early. To reissue a card, we will request that you present an ID card with a photo (driver's license, passport, residence card, etc.) for personal identification. If you do not have an ID card with a photo, we will request that you present your health insurance card, pension handbook, etc.

- If transportation is disrupted due to snowfall, an accident, a typhoon, etc., on the examination day, information on the administration of the entrance examinations will be announced on the website of the Graduate Schools of Meiji University. Please check the website of the Graduate School you have applied for.
- If the University determines that it is difficult to administer the entrance examinations or announce the examination results, etc., according to the predetermined schedule due to unforeseen circumstances, such as a natural disaster, fire, power outage, delay in public transportation, etc., the University may take measures such as delaying the examination time, changing the examination venue, postponing the examination, etc. In this regard, the University will not bear any responsibility whatsoever for any personal consequences of such measures incurred by the applicants.
- In some cases, the University may not be able to take such measures as delaying the examination time, etc., even if unforeseen circumstances such as a natural disaster or an accident, cancellation, delay or strike of public transportation take place. If you need to travel a long distance or bad weather, etc., is foreseen, please take such measures as securing accommodations in proximity of the examination venue in advance, etc. In this regard, the University will not bear any responsibility for any cost and other personal consequences incurred by the applicants for such measures.

6. Admission Decision Announcement

- (1) For the time and date of announcement, please see the "Entrance Examination Schedules."
- (2) Announcement will be posted on the Graduate School's bulletin board at the School of Science and Technology Office at Meiji University Ikuta Campus.
- (3) As a supplementary means, you can confirm pass/fail on the website of the Graduate School of Science and Technology.
- (4) Concurrently with the announcement, we will send an letter of acceptance to successful Period I applicants and a notification of acceptance and documents for admission procedures to successful Period II applicants to the address specified on the Application Form A by mail. We will not distribute such documents directly at the University.

Note 1) We will not respond to any inquiry about the results via telephone, etc.

Note 2) Documents for admission procedures will be sent out after the announcement of the results. Therefore, it may take several days depending on your residing region.

Note 3) If you do not receive a letter of acceptance or a notification of acceptance/documents for admission procedures even if you have passed, please contact the School of Science and Technology Office.

Note 4) If an applicant who was expected to graduate or complete a course fails to do so (i.e., a certificate of graduation/completion or a certificate of degree is not submitted by the designated date), we will not grant admission to such applicant even if he/she has passed the examinations. Further, if it is revealed that an applicant made a false statement in the application documents, we will rescind the decision to accept or admit such applicant.

7. List of Application Documents

(1) Documents to be submitted by all applicants

Required Documents	Prescribed Form	Prepared by the Applicant	Relevant No. of preparation guideline
Form A (Entrance Examination Application Form/Examination Admission Card), Form B (Notice of Money Transfer)	○		[1], [3]
Application Form for Admission	○		[2]
Research Plan	○		[4]
Certificate of Graduation (Completion) or Certificate of Expected Graduation (Completion)		○	[5]
Academic Transcript		○	[6]
Application Documents Checklist	○		[15]

(2) Documents to be submitted only by relevant applicants

Applicants who need to submit the documents	Required Documents	Prescribed Form	Prepared by the Applicant	Relevant No. of preparation guideline
Applicants for Programs which carry out screening based on external English proficiency tests (Note 1)	Original score sheet of TOEIC® or TOEFL® * *Applicants for the Master's Degree Program of the International Program in Architecture and Urban Design of the Architecture and Urbanism Program may choose to submit a copy of the IELTS "Test Report Form" other than the original of either TOEIC or TOEFL score sheet.		○	[7]
Those who graduated from/completed a foreign university/graduate school	Certificate of Degree (* Certificate of Graduation/Completion is not necessary.)		○	[8]
Those who are a non-Japanese national (excl. special permanent residents)	Letter of Recommendation (*Applicants from another university or another Graduate School only)		○	[9]
	Plan of Financial Support	○		[10]
	Copy of the passport page containing your face photo		○	[11]
	Copy of the front and back sides of your residence card (if you are residing in Japan)		○	[12]
Applicants for the Master's Degree Program of the Course in Architecture of the Architecture and Urbanism Program	Academic Supervisor Questionnaire Form	○		[16]
Applicants for the Master's Degree Program of the International Program in Architecture and Urban Design of the Architecture and Urbanism Program	Academic Supervisor Questionnaire Form	○		[16]
	Portfolio of Works		○	[17]
	Certificate of Portfolio of Works	○		[18]
	Documents certifying the content of subjects taken/learned (a syllabus, etc.)		○	[19]
Applicants for Special Entrance Examinations for Adult Students	Documents certifying the applicant eligibility	○		[13]
Applicants for Entrance Examinations for Early Admission	Documents certifying the applicant eligibility		○	[14]
Applicants who need to undergo Verification of Application Qualification (* See the Eligibility Requirements section.)	Application Form for Verification of Application Qualification	○		-

(Note 1) Make sure to check the section concerning handling of English examinations on Pages 12-13 to confirm whether the score of an external English proficiency test is required or not.

8. Application Procedures

(1) How to Apply

- [1] Application documents will be accepted if sent by mail only. After having paid the screening fee, please prepare a Square No. 2 size (240mm x 332mm) envelope, paste the downloaded slip printed with the address for application on the front side of the envelope, and send the same by “**express/simplified registered mail**” from a post office.
- [2] Please submit all the application documents within the application period. Only the application documents submitted within the application period will be deemed valid. You will not be allowed to take the examinations unless all the application documents have been submitted within the application period. If sent from within Japan, those postmarked on or before the application deadline will be accepted.
- [3] If you apply from overseas, please send the documents by EMS (Express Mail Service). They must reach us no later than the last day of each application period. To submit application documents, your representative residing in Japan should send them by mail to the extent possible.
- [4] The application documents cannot be returned or replaced once submitted.
- [5] If you are physically challenged, etc., and would like to receive special consideration for the entrance examinations period and while you study, please report to the School of Science and Technology Office at least three (3) weeks before the application deadline.

(2) Application Documents Preparation Guidelines and Notes

- (a) If it is revealed that you have made any false statement in your application documents, we will rescind the decision to accept/admit you. Please provide accurate information.
- (b) Confirm what documents are necessary for the Program (Course) you are applying for and fill them in according to the Notes.
- (c) Fill in the documents carefully in block letters using a black ballpoint pen.
- (d) Do not fill in the sections marked with ✕ of the prescribed forms.
- (e) Fill out the Forms B through D (Screening Fee Payment Forms) without detaching them.
- (f) Please use Western calendar years.

[1] Form A (Entrance Examination Application Form)	See "How to Fill Out Form A" below and fill it out accordingly.
[2] Application Form for Admission (Prescribed Form)	<p>(1) See the [Sample] published on the website of the Graduate School of Science and Technology and fill the form out accordingly.</p> <p>(2) Confirm the notes below and paste a color photo identical to that on Form A (Entrance Examination Application Form).</p> <ol style="list-style-type: none"> Gloss finish, front, upper body, without a hat/cap, without background and frame (no snapshot or photo printed on a color printer is acceptable); If you will wear glasses on the examination day, please paste a photo wearing glasses; The photo submitted by you will be used to make your student ID card after admission, which will be used during the entire period of enrollment; and If you are an applicant from overseas and would like to have a certificate for entrance examinations issued by the University to obtain a short-stay visa to sit for the examinations, another identical photo (4cm x 3cm) will be additionally required (See "10. Visa"). <p>(3) Applicants who are a non-Japanese national (excl. special permanent residents) must use the Application Form for Admission for foreign nationals.</p> <p>(4) Applicants for a Doctoral Degree Program shall receive a seal of approval of your academic supervisor on the Application Form for Admission.</p>
[3] Form B (Notice of Money Transfer)	After making a payment for the screening fee, confirm that a receipt stamp by the financial institution is affixed or a certificate of receipt is pasted on the Form before submitting it. (For details, see "(4) Payment of Screening Fee.")
[4] Research Plan	Describe your research plan at the University and your desired future path as specifically as possible in the frame of the prescribed form (within one A4 sheet) . If you are applying for International Programs in Architecture and Urban Design of Architecture and Urbanism Program, Research Plan needs to be written in English.
[5] Certificate of Graduation (Completion) or Certificate of Expected Graduation (Completion) [6] Academic Transcript	<p>*Those who have graduated from (completed) a foreign university/graduate school or are expected to graduate (complete) one shall also confirm (Note 2) below and pages 25-26 to prepare and submit documents:</p> <ol style="list-style-type: none"> Please submit original certificates (in Japanese in cases of a Japanese educational institution, and in Japanese or English in cases of a foreign educational institution) of all the universities/graduate schools which you have graduated from/completed (or are expected to graduate from/complete). (Note 1) The certificates must contain your name, birth date, the month/year of entrance, and the month/year of graduation (completion). Please submit a certificate that was issued within three months before application in cases of an applicant is expected to graduate and a certificate that was issued after graduation in cases of an applicant who has already graduated. A certificate containing both a certificate of graduation (completion) and an academic transcript may be submitted in place of both certificates. You will not be allowed to take examinations unless those certificates are submitted within the application period. Applicants for a Doctoral Degree Program who have completed (or are expected to complete) a Master's Degree Program of the Meiji University Graduate School shall submit a certificate of (expected) completion and an academic transcript of the Master's Degree Program of the Meiji University Graduate School only. No certificate of graduation/academic transcript of an undergraduate program is required. Those who have completed (or are expected to complete) the Meiji University Juris Doctor Course (Law School), Graduate School of Governance Studies, Graduate School of Global Business or Graduate School of Professional Accountancy must submit certificates of all the universities/graduate schools which they have graduated from/completed (or are expected to complete). <p>(Note 1) If your name on a certificate is different from that on the family register due to marriage, etc., please attach an abstract of your family register.</p> <p>(Note 2) Those who have graduated from (completed) a foreign university/graduate school or are expected to graduate from (complete) one shall pay attention to the following in addition to the above:</p> <ol style="list-style-type: none"> Please submit an academic transcript and "[8] Certificate of Degree." (Certificate of Graduation/Completion needs not be submitted.) If your name on a certificate is different from that stated in your passport, a certificate issued by an official organization proving that you are one and the same person will be required. If you have graduated from/completed a university/graduate school in China, please submit the following certificates: <p>[1] An Original Academic Transcript in English issued and sent directly to Graduate School of Meiji University by</p>

CHSI (China Higher-education Information and Student Information.)
 Applicants need to request CHSI agency in Japan to issue the transcript in English and send directly to Graduate School of Meiji University.

- Prescribed application and issuance fees will be required. Please check details on CHSI website.
- Request an academic transcript written in English. Transcripts in other languages cannot be accepted.
- Issuance of transcripts may take a long time; it is advised that applicants apply for transcripts in April for Exam Period I, and in October for Exam Period II

[CHSI Agency in Japan Website] <http://www.chsi.jp/>

*** Due to the outbreak situation of COVID-19, a change has been made to the submission of academic transcripts for Exam Period I applicants who have graduated from/completed a university/graduate school in China. Please see the website of Graduate School of Science and Technology for details.**

[2] A Verification by CDGDC (China Academic Degrees and Graduate Education Development Center) ; and
 *How to Apply for Verification by CDGDC

- Apply online at <http://www.cdgdc.edu.cn/> and request a verification in Chinese as CDGDC currently does not conduct the verification in English.
- Request CDGDC to send an electronic verification report (电子认证报告) via email directly to Graduate School of Meiji University. We only accept the email sent directly by CDGDC, and the email that was received and forwarded to the University by applicants are invalid.

Email Address for sending Electronic Verification Report: **sst@mics.meiji.ac.jp**

- You will obtain "Application Number" and password via the online application system. Check the corresponding item on Application Documents Checklist to indicate that you applied to CDGDC, and also write the application completion date.
- Issuance of certificates may take a long time; it is advised that applicants apply for the certificates in April for Exam Period I, and in October for Exam Period II.

[3] An original Certificate of Degree in Japanese or English issued by the university/graduate school which you have graduated from/completed.

d. If, at the time of application, you are expected to graduate from (complete) a university/graduate school in China, please submit both a certificate of expected graduation (completion) and an academic transcript in Japanese or English issued by the university/graduate school which you belong to at the time of application. Once you have graduated and obtained a degree, submit promptly certificates described in (Note 2.) Failure to submit any certificate will cause cancellation of admission even if you passed the examination.

Applicants for a Program/Course which carries out "screening based on the score of an external English proficiency test" (see pages 12-13) and applicants for a Program/Course which allows selection of such screening who have selected "screening based on the score of an external English proficiency test" must submit a score sheet. Please check below for details:

(1) Submit the official score of "TOEFL®", "TOEIC®" or "IELTS" (Academic) specified below:

TOEIC®	Submit an original (not a copy) of the Official Score Certificate. TOEIC-IP is not acceptable.
TOEFL®	<p>Complete both [1] and [2] procedures below:</p> <p>[1] Sending Official (Institutional) Score Report Must be sent directly from ETS (Educational Testing Service) in the U.S., to Graduate School of Meiji University. The registered university code No. which is necessary for the direct sending to Graduate School of Meiji University is 5132.</p> <p>[2] Notifying Appointment number (Registration number) Write Appointment number (registration number), date when you complete direct sending procedures, and the test date on Application Documents Checklist.</p> <p>[If you apply for direct sending <u>AFTER</u> taking TOEFL] Appointment number is shown on Test taker report section of "My TOEFL Home" on the ETS website.</p> <p>[If you apply for direct sending <u>BEFORE</u> taking TOEFL] Check via "View My Orders" on the section confirming direct sending of the score of "My TOEFL Home" on the ETS website.</p> <p>Note 1) It may take a long time before the Official (Institutional) Score Report is sent after requesting direct sending. You should request to ETS six (6) weeks before or earlier the submission deadline.</p> <p>Note 2) Check the website of CIEE (TOEFL operation division in Japan) or ETS for</p>

[7] Score Sheet of External English Proficiency Test

	<p>requesting score procedures. (CIEE website http://www.cieej.or.jp/)</p> <p>Note 3) We will not accept the "Examinee Score Report (Test Taker Score Report)" sent to an examinee (test taker).</p> <p>Note 4) Only the iBT score shall be valid.</p> <p>Note 5) MyBest™ score and TOEFL®-iBT Special Home Edition score are not acceptable.</p>
IELTS	* Only applicants for the International Program in Architecture and Urban Design of the Architecture and Urbanism Program may select IELTS. Submit a copy of the "Test Report Form" sent to the applicant from the testing organization.
	<p>(2) Scores of external English proficiency tests taken within two years before the application deadline are valid.</p> <p>(3) Only such score sheets submitted (that reached us) within the application period are deemed valid. If no score sheet is submitted in time by the application deadline, the applicant will be deemed to have scored 0 points in the English examination.</p> <p>(4) The score sheet submitted shall contain the same name and birth date as those stated in the family register or passport. If they are spelled or written differently, please contact the testing organization for correction. If there is any discrepancy between those shown in the official document and score sheet, the applicant will be deemed to have scored 0 points in the English examination.</p> <p>(5) Your score once submitted will not be returned.</p> <p>(6) Applicants for the International Program in Architecture and Urban Design of the Architecture and Urbanism Program who have completed a bachelor's degree program and a master's degree program (for those applying for the Doctoral Degree Program only) that are taught entirely in English and earned a bachelor/master's degrees will be exempted from submission of the score sheet of an external English proficiency test by submitting a certificate issued by the university from which they graduated.</p>
[8] Certificate of Degree	<p>(1) If you have graduated from (completed) a foreign university/graduate school, please submit a Certificate of Degree. If you have obtained (or are expected to obtain) degrees from two universities under a double degree program, submit certificates from both universities in principle.</p> <p>(2) If no Certificate of Degree is issued, submit a document which certifies the degree you obtained.</p> <p>(3) A certificate submitted must be an original in Japanese or English (copies are unacceptable). Please refer to pages 25-26 for details.</p> <p>(4) If your name on the certificate is different from that stated in your passport, a certificate issued by an official organization proving that you are one and the same person will be required.</p> <p>(5) If you do not have a degree, you need to undergo prior verification of application qualification. Please refer to "3. Eligibility Requirements" for details.</p> <p>(6) If you have graduated from/completed a university/graduate school in China, please refer to (Note 2) of [5] and [6] and pages 25-26.</p>
[9] Letter(s) of Recommendation	<p>If you are a non-Japanese national (excl. special permanent residents) applying from another university or another Graduate School of the University, please submit a letter of recommendation from your academic supervisor, etc., at the university from which you have graduated (an applicant for Type B examinations for international students for the International Program in Architecture and Urban Design, Architecture and Urbanism Program needs to submit two letters of recommendation in total from different recommenders). Such letter(s) shall be written in Japanese or English. There is no prescribed format.</p>
[10] Plan of Financial Support	<p>(1) Specify the Degree (Master/Doctoral), Graduate School, Program (Course), etc., correctly.</p> <p>(2) Describe how you will pay the school fees and living expenses, etc., necessary for studying at the University.</p> <p>(3) Please write your own hand-written signature in the signature section.</p>
[11] Copy of Passport	Submit a copy of the "page on which your name, birth date, passport number and face photo are contained."
[12] Copy of Residence Card	Submit a copy of both front and back sides of your residence card if you are residing in Japan.
[13] Applicants for Special Entrance Examinations for Adult Students	<p>(1) Prescribed form of Approval for Taking Special Entrance Examinations for Adult Students and for Entrance (Written Approval from their immediate manager) [for those who meet the eligibility requirement (a)]</p> <p>(2) Letter of recommendation from the desired academic supervisor and a document certifying the period of employment [for those who meet the eligibility requirement (b)]</p>
[14] Applicants for Entrance Examinations for Early Admission	<p>(1) Academic transcript for the period up to the end of the second year in their university.</p> <p>(2) Letter of recommendation by the academic supervisor in charge of their research (seminar) or the department chair, etc., of their university, though this is not required if an applicant is enrolled in Meiji University and applying for Computer Science Program.</p>
[15] Application Documents Checklist	Fill in the designated form, enclose with application documents and send by post. If you select TOEFL as an external English proficiency test, write on the form Appointment number (registration number), date when you complete direct sending procedures, and the test date.

Following documents need to be submitted by applicants for the Master's Degree Program of the Architecture and Urbanism Program only:

Document	Relevant Applicants	Notes
[16] Academic Supervisor Questionnaire Form	-Course in Architecture -International Program in Architecture and Urban Design	Fill out the form as instructed in the Questionnaire Form.
[17] Portfolio of Works	International Program in Architecture and Urban Design	Submit one copy of your portfolio of works in A4 or letter size. You may freely determine the number of pages and whether to use them horizontally or vertically. If any group work is included, please state to that effect as well as the part you were in charge of. The portfolio submitted will not be returned.
[18] Certificate of Portfolio of Works	International Program in Architecture and Urban Design	Enter all necessary information in the thick-framed box of the Certificate of Portfolio of Works [For Pasting] and have it certified (signed and sealed) by the teacher in charge that they are your own works. If you cannot obtain certification by your teacher in charge, please have it certified by another recommender or a third person other than your family members or relatives who can properly evaluate your works (a teacher of another university, company personnel in the field of architecture/art, etc.). Submit this Certificate by pasting it on the last page of your Portfolio of Works.
[19] Documents certifying the content of subjects taken/learned	International Program in Architecture and Urban Design	<p>Only those applying from another university or another Graduate School of the University are required to submit documents in Japanese or English which describe the content of each class subject shown in the academic transcript (e.g., a syllabus). Based on these documents, we will evaluate their comparability with the learning and education objectives of the relevant Undergraduate School of the University and use the results to set conditions as necessary, such as taking some undergraduate subjects after admission, or taking specified subjects of the Graduate School.</p> <p>If it is difficult to submit a Japanese or English syllabus for some reason, such as it is written in another language, please consult with your academic supervisor as to which subjects to take based on comparability evaluation after admission. Upon admission, the students will be categorized into "JABEE program graduate students" and "Non-JABEE program graduate students."</p> <p>To be recognized as a "JABEE program graduate students" upon admission decision, the following documents must be submitted:</p> <ol style="list-style-type: none"> (1) Documents which show your performance in the practical subjects learned and their syllabus (at least five subjects are required for recognition); (2) If you are a graduate of a Japanese university, documents which show that you have taken subjects to satisfy the eligibility requirements for the first-class architect qualification examination and have graduated or are expected to graduate from the undergraduate program of that university; (3) If you are a graduate of an foreign university, documents to show that you have graduated or are expected to graduate from an undergraduate program of a university, which offers educational content equivalent to or higher than those offered during the initial three years of a program that meets the educational requirements of the "UNESCO-UIA Charter for Architectural Education," an internationally applicable full-time program of five years or longer. <p>If the above-mentioned documents are not submitted, we will request that you submit necessary documents at the time of admission and participate in an interview to determine whether you are a "JABEE program graduate student" or "non-JABEE program graduate student."</p>

How to Fill Out Form A

Program	Circle either Master's Degree or Doctoral Degree.
Graduate School/ Program/ Course	"Course" shall be specified for the Architecture and Urbanism Program only.

Graduate School Code	Write the relevant four-digit code selected from below:					
	Program	Master's Degree	Doctoral Degree	Program	Master's Degree	Doctoral Degree
	Electrical Engineering	451R	551R	Computer Science	4555	5555
	Mechanical Engineering	452R	552R	Mathematics	4565	5565
	Architecture and Urbanism	4535	5535	Physics	4575	5575
Applied Chemistry	454R	554R				
Name	Write in such name as stated in your family register, passport or residence certificate in block letters [in order of family name, first name, and middle name]. For <i>furigana</i> , specify the Japanese pronunciation you usually use.					
Birth Date	Use the Western calendar year, and add a leading zero to any single-digit month or date.					
Gender	Circle either "M" (male) or "F" (female).					
Address	<p>Enter an address in Japan. If you (an applicant) are not in Japan, specify the name and address of your representative. An examination admission card and documents for admission procedures will be sent to this address. The address is also used to inquire about any unclear points of your application documents, so please specify an address through which we can contact you promptly and reliably, paying sufficient attention to avoid any writing errors or other deficiencies.</p> <p>* Address numbers such as "<i>chome</i>", "<i>banchi</i>", and "<i>go</i>" numbers must be specified by connecting such numbers with hyphens ("-").</p> <p>* The telephone number shall be left-justified and delimited by hyphens for area codes (A mobile phone number is acceptable.)</p>					
Color Photo Section	Paste a photo firmly to prevent it from falling off.					
Last University/Graduate School which you attended	Write the last university from which you have graduated or are expected to graduate. If you are applying for a Doctoral Degree Program, write both the university and the graduate school.					
Month/Year of Graduation Month/Year of Completion	Use western calendar years and circle either of the following:					
	1. Expected to graduate (complete)		2. Graduated (completed)			
Meiji University or Another University	Regarding the university (graduate school) which you attended, circle either of the following:					
	1. Meiji University		0. Another University			
Type of University	Select one from the following university types and write the number: If you are applying for the Entrance Examinations for Early Admission, choose "5. Other."					
	1. National (Japanese)	2. Public (Japanese)	3. Private (Japanese)	4. Foreign	5. Other	
Current Job	Regarding your current job, enter the company name and the month and year when you joined it.					
Job Type	Regarding your current job, select one from the following job types and enter the relevant two-digit number:					
	01 Sales	06 Design	11 Administer			
	02 Accounting	07 Industrial Technology	12 System Engineer			
	03 Research/Planning	08 Industrial Management	13 Teacher			
	04 Personnel/Labor Affairs	09 Construction	20 Other			
	05 R&D	10 Product Planning				

Business Category	<p>Regarding your current job, select one from the following business categories and write the relevant two-digit number:</p> <table border="1" data-bbox="408 203 1458 745"> <tr><td>01</td><td>Manufacturing (food, apparel, wood products, chemical products, glassware, metal products, machinery and appliances, etc.)</td></tr> <tr><td>02</td><td>Publishing/Printing/Broadcasting/Advertising (newspaper, publishing, printing, ad agency, TV station)</td></tr> <tr><td>03</td><td>Electric/Gas/Heat Supply/Water Utility Industry (electricity, gas energy using heat as a medium, water supply)</td></tr> <tr><td>04</td><td>Transportation/Telecommunication (railway service, passenger road transport service, travel agency, telecommunications)</td></tr> <tr><td>05</td><td>Wholesaling (trading conglomerate, general trading company)</td></tr> <tr><td>06</td><td>Retailing (department store, supermarket, restaurant, automobile, home electric appliance, pharmaceutical products, etc.)</td></tr> <tr><td>07</td><td>Financial Business (bank, shinkin bank, securities company, life insurance, nonlife insurance)</td></tr> <tr><td>08</td><td>Education (primary/junior high/senior high school, university, educational institution, preparatory school)</td></tr> <tr><td>09</td><td>Service Sector (news supplier, law/certified public accountant/tax accountant firm, business consultant, hotel, amusement facility)</td></tr> <tr><td>10</td><td>Medical/Health Services (hospital, health & hygiene, waste disposal)</td></tr> <tr><td>11</td><td>Nonprofit Organization (social insurance, academic research organization, political/economic organization)</td></tr> <tr><td>12</td><td>Public Service (national government service, local government service)</td></tr> <tr><td>20</td><td>Other</td></tr> </table>	01	Manufacturing (food, apparel, wood products, chemical products, glassware, metal products, machinery and appliances, etc.)	02	Publishing/Printing/Broadcasting/Advertising (newspaper, publishing, printing, ad agency, TV station)	03	Electric/Gas/Heat Supply/Water Utility Industry (electricity, gas energy using heat as a medium, water supply)	04	Transportation/Telecommunication (railway service, passenger road transport service, travel agency, telecommunications)	05	Wholesaling (trading conglomerate, general trading company)	06	Retailing (department store, supermarket, restaurant, automobile, home electric appliance, pharmaceutical products, etc.)	07	Financial Business (bank, shinkin bank, securities company, life insurance, nonlife insurance)	08	Education (primary/junior high/senior high school, university, educational institution, preparatory school)	09	Service Sector (news supplier, law/certified public accountant/tax accountant firm, business consultant, hotel, amusement facility)	10	Medical/Health Services (hospital, health & hygiene, waste disposal)	11	Nonprofit Organization (social insurance, academic research organization, political/economic organization)	12	Public Service (national government service, local government service)	20	Other
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20	Other																										
Name of Academic Supervisor	<p>Choose the name of your desired supervisor from the list below. Please note that your supervisor will be determined after enrollment.</p> <ul style="list-style-type: none"> - Prof. Masami Kobayashi - Prof. Hiroyuki Sasaki - Prof. Manuel Tardits - Prof. Davisi Boontharm 																										
Written Examination Subjects to Be Taken	<p>Write the written examination subjects you will take. Do not write the interview examination. You may not change the subjects notified at the time of application.</p> <p>(Example)</p> <table border="1" data-bbox="408 1077 1410 1285"> <thead> <tr> <th>Time</th> <th>Subject</th> </tr> </thead> <tbody> <tr> <td>1st Period</td> <td>Basic Subjects/Specialized Subjects Essay (* Essay is applicable to the Course in Places, Arts and Consciousness of the Architecture and Urbanism Program only)</td> </tr> <tr> <td>2nd Period</td> <td>English (Different depending on the Program you are applying for. *Note 1, Note 2, Note 3)</td> </tr> </tbody> </table> <p>*Note 1: Applicants for the Mechanical Engineering Program/Course in Architecture of the Architecture and Urbanism Program/Computer Science Program shall leave it blank for the 2nd Period as no English examinations are conducted for these Programs.</p> <p>*Note 2: If you are applying for the Electrical Engineering Program/Course in Places, Arts and Consciousness of the Architecture and Urbanism Program/Mathematics Program/Physics Program and intend to submit a TOEIC or TOEFL score to have it converted to a score of the English examination, fill in TOEIC or TOEFL in the column of the 2nd Period.</p> <p>*Note 3: Due to the outbreak situation of COVID-19, there are changes made to the "Handling of English Examinations," so please see the website of the Graduate School of Science and Technology.</p>	Time	Subject	1st Period	Basic Subjects/Specialized Subjects Essay (* Essay is applicable to the Course in Places, Arts and Consciousness of the Architecture and Urbanism Program only)	2nd Period	English (Different depending on the Program you are applying for. *Note 1, Note 2, Note 3)																				
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2nd Period	English (Different depending on the Program you are applying for. *Note 1, Note 2, Note 3)																										
Last Student Number	If you are a Meiji University graduate, write your 10-digit student number.																										
Type of Admission 1	<p>Select and write one of the following:</p> <table border="1" data-bbox="408 1727 1458 1845"> <tr> <td>F: General Entrance Exams</td> <td>I: Internal Entrance Exams</td> <td>L: Entrance Exams for 3rd Year Students Expected to Graduate Early</td> </tr> <tr> <td>G: Entrance Exams for International Students</td> <td>J: Entrance Exams for Early Admission</td> <td></td> </tr> <tr> <td>H: Special Entrance Exams for Adult Students</td> <td>K: Entrance Exams for Readmission</td> <td></td> </tr> </table>	F: General Entrance Exams	I: Internal Entrance Exams	L: Entrance Exams for 3rd Year Students Expected to Graduate Early	G: Entrance Exams for International Students	J: Entrance Exams for Early Admission		H: Special Entrance Exams for Adult Students	K: Entrance Exams for Readmission																		
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H: Special Entrance Exams for Adult Students	K: Entrance Exams for Readmission																										
Type of Admission 2	If you are a non-Japanese national with a student visa, circle either 1. Privately funded or 2. Government-sponsored .																										
Type of Admission 3	<p>If you meet "H. Special Entrance Exams for Adult Students" in the Type of Admission 1 section, select one from the following and write the number:</p> <table border="1" data-bbox="408 1984 1227 2020"> <tr> <td>1. Dispatched</td> <td>2. Leave of absence</td> <td>3. Not employed</td> <td>4. Other</td> </tr> </table>	1. Dispatched	2. Leave of absence	3. Not employed	4. Other																						
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Category	<p>Select one from the following categories and enter the number:</p> <table border="1"> <tr> <td>1. Expected to graduate/complete 3rd Year Undergraduate Student</td> <td>3. Adult (planning to take a leave of absence to enter the University)</td> <td>6. Adult (in employment/other * Including housewives and retirees)</td> </tr> <tr> <td>2. Undergraduate Student</td> <td>4. Adult (dispatched from a company)</td> <td>7. Other (incl. those unemployed or did not pass entrance exams and are preparing for the next opportunity)</td> </tr> <tr> <td></td> <td>5. Adult (planning to leave a job to enter the University)</td> <td></td> </tr> </table>	1. Expected to graduate/complete 3rd Year Undergraduate Student	3. Adult (planning to take a leave of absence to enter the University)	6. Adult (in employment/other * Including housewives and retirees)	2. Undergraduate Student	4. Adult (dispatched from a company)	7. Other (incl. those unemployed or did not pass entrance exams and are preparing for the next opportunity)		5. Adult (planning to leave a job to enter the University)	
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	5. Adult (planning to leave a job to enter the University)									
School Fees	<p>Select a relevant code from the following and write that two-digit number:</p> <table border="1"> <tr> <td>(Master's Degree Program) 01 Graduate of another university 71 Meiji University graduate</td> </tr> <tr> <td>(Master's Degree Program) Applicants for the International Program in Architecture and Urban Design, Architecture and Urbanism Program: 91 Graduate of another university 92 Meiji University graduate</td> </tr> <tr> <td>(Doctoral Degree Program) 01 Graduated from another university and attended another graduate school 71 Graduated from Meiji University Graduate School 72 Graduated from Meiji University and attended another graduate school</td> </tr> </table> <p>- In the following cases, the admission fees will be reduced by 50%:</p> <ul style="list-style-type: none"> • When a graduate of an Undergraduate School of the University enters the Master's Degree Program (incl. professional degree programs) of a Graduate School of the University; • When a person who completed the Master's Degree Program (incl. professional degree programs) of a Graduate School of the University enters the Master's Degree Program of another Graduate School of the University; or • When a graduate of an Undergraduate School of the University who completed the Master's Degree Program of a graduate school of another university enters the Doctoral Degree Program of a Graduate School of the University. <p>- In the following case, the admission fees will not be charged:</p> <ul style="list-style-type: none"> • When a person who completed the Master's Degree Program (incl. professional degree programs) of a Graduate School of the University enters the Doctoral Degree Program of the University. 	(Master's Degree Program) 01 Graduate of another university 71 Meiji University graduate	(Master's Degree Program) Applicants for the International Program in Architecture and Urban Design, Architecture and Urbanism Program: 91 Graduate of another university 92 Meiji University graduate	(Doctoral Degree Program) 01 Graduated from another university and attended another graduate school 71 Graduated from Meiji University Graduate School 72 Graduated from Meiji University and attended another graduate school						
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Examination Period	<p>Select one from the following and write the number:</p> <table border="1"> <tr> <td>1. Applicant for Period I Entrance Examinations</td> <td>2. Applicant for Period II Entrance Examinations</td> </tr> </table>	1. Applicant for Period I Entrance Examinations	2. Applicant for Period II Entrance Examinations							
1. Applicant for Period I Entrance Examinations	2. Applicant for Period II Entrance Examinations									
Scholarship	Entry not necessary.									
Country/Region	If you are a non-Japanese national, refer to the List of Country/Region Codes and write the relevant code.									
Desired Year to Enter	Entry not necessary.									

How to Fill Out the Examination Admission Card Part of Form A

* DO NOT detach along the dotted line when submitting.

Program	Circle either Master's Degree or Doctora.						
Graduate School/ Program/Course	"Course" shall be specified for the Architecture and Urbanism Program only.						
Examination Subjects	<p>Write the written examination subjects you will take referring to the written examination subjects/timetable on pages 11-13. Do not write the interview examination. You may not change the subjects notified at the time of application. (Example)</p> <table border="1"> <thead> <tr> <th style="text-align: center;">Time</th> <th style="text-align: center;">Subject</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1st Period</td> <td>Basic Subjects/Specialized Subjects Essay (* Essay is applicable to the Course in Places, Arts and Consciousness of the Architecture and Urbanism Program only)</td> </tr> <tr> <td style="text-align: center;">2nd Period</td> <td>English (Different depending on the Program you are applying for. *Note 1, Note 2)</td> </tr> </tbody> </table> <p>*Note 1: Applicants for the Electrical Engineering Program/Mechanical Engineering Program/Course in Architecture of the Architecture and Urbanism Program/Computer Science Program shall leave it blank for the 2nd Period as no English examinations are conducted for these Programs.</p> <p>*Note 2: If you are applying for the Course in Places, Arts and Consciousness of the Architecture and Urbanism Program/Mathematics Program/Physics Program and intend to submit a TOEIC or TOEFL score to have it converted to a score of the English examination, fill in TOEIC or TOEFL in the column of the 2nd Period.</p>	Time	Subject	1st Period	Basic Subjects/Specialized Subjects Essay (* Essay is applicable to the Course in Places, Arts and Consciousness of the Architecture and Urbanism Program only)	2nd Period	English (Different depending on the Program you are applying for. *Note 1, Note 2)
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1st Period	Basic Subjects/Specialized Subjects Essay (* Essay is applicable to the Course in Places, Arts and Consciousness of the Architecture and Urbanism Program only)						
2nd Period	English (Different depending on the Program you are applying for. *Note 1, Note 2)						

Name/ <i>furigana</i>	Write your name and <i>furigana</i> (Japanese pronunciation)
Examinee's No.	Entry not necessary.
Seal of University Staff	Entry not necessary.

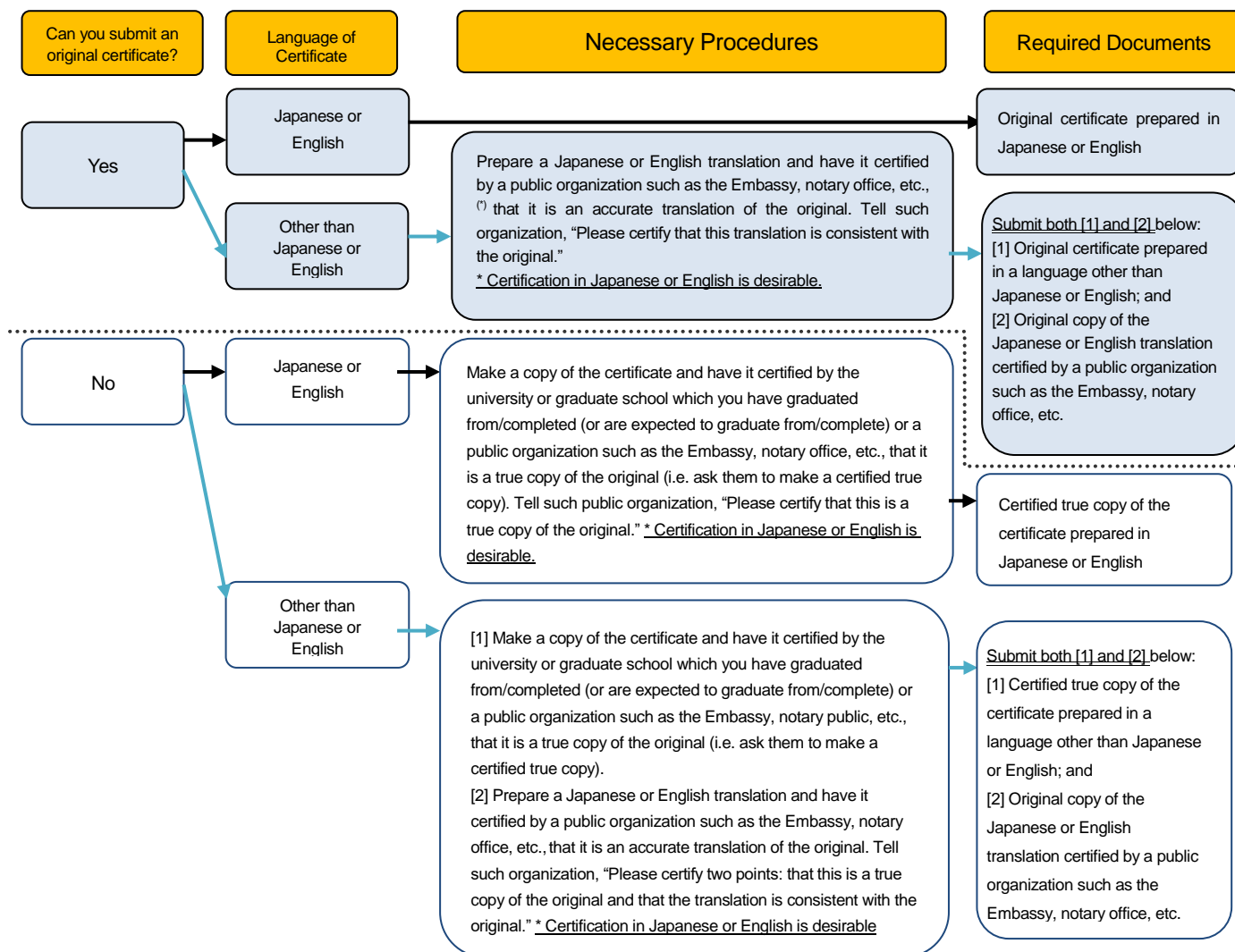
[List of Country/Region Codes]

Country/Region	Code	Country/Region	Code	Country/Region	Code	Country/Region	Code	Country/Region	Code
South Korea	201	Sri Lanka	216	Norway	406	Finland	421	United Arab Emirates	603
North Korea	202	Mongolia	217	Switzerland	407	Bulgaria	422	Israel	604
People's Republic of China	203	Bhutan	218	Austria	408	Serbia	423	Australia	701
Taiwan	204	Myanmar	219	Netherland	409	Turkmenistan	424	New Zealand	702
Malaysia	205	Singapore	220	Belgium	410	Brazil	501	Egypt	801
Indonesia	206	Hong Kong	221	Spain	411	Chile	502	Morocco	802
Thailand	207	Macau	225	Turkey	412	Argentina	503	Tanzania	803
Philippines	208	United States	301	Russia	413	Peru	504	Ethiopia	804
Vietnam	209	Canada	302	Croatia	414	Bolivia	505	Sudan	805
Cambodia	210	Mexico	303	Estonia	415	Paraguay	506	Libya	806
Laos	211	Britain	401	Kyrgyz	416	Dominica	507	Chad	807
India	212	Germany	402	Ukraine	417	Honduras	508	Nigeria	808
Pakistan	213	France	403	Uzbekistan	418	El Salvador	509	Ghana	809
Nepal	214	Italy	404	Greece	419	Iran	601	Other	999
Bangladesh	215	Sweden	405	Romania	420	Saudi Arabia	602		

(3) Certificates for Applicants who Graduated from/Completed (or Are Expected to Graduate from/Complete) a Foreign Educational Institution

[1] In the case of (expected) graduation from/completion of educational institutions other than in China

* Language of such certification shall be English or Japanese in principle.



[2] In the case of graduation from/completion of educational institutions in China

* Excluding Hong Kong/Taiwan/Macau.

If you are applying for Meiji University Graduate School of Science and Technology and have graduated from (completed) a university in China, please submit (1) – (3) below as a Certificate of Degree and academic transcript.

(1) An Original Academic Transcript in English issued and sent directly to Graduate School of Meiji University by CHSI (China Higher-education Information and Student Information.)

Applicants need to request CHSI agency in Japan to issue the transcript in English and send directly to Graduate School of Meiji University.

- Prescribed application and issuance fees will be required. Please check details on CHSI website.
- Request an academic transcript written in English. Transcripts in other languages cannot be accepted.
- Issuance of transcripts may take a long time; it is advised that applicants apply for transcripts in April for Exam Period I, and in October for Exam Period II

[CHSI Agency in Japan Website] <http://www.chsi.jp/>

* Due to the outbreak situation of COVID-19, a change has been made to the submission of academic transcripts for Exam Period I applicants who have graduated from/completed a university/graduate school in China. Please see the website of Graduate School of Science and Technology for details.

(2) A Verification by CDGDC (China Academic Degrees and Graduate Education Development Center); and

*How to Apply for Verification by CDGDC

-Apply online at <http://www.cdgdc.edu.cn/> and request a verification in Chinese as CDGDC currently does not conduct the verification in English.

-Request CDGDC to send an electronic verification report (电子认证报告) via email directly to Graduate School of Meiji University. We only accept the email sent directly by CDGDC, and the email that was received and forwarded to the University by applicants are invalid.

Email Address for sending Electronic Verification Report: **sst@mics.meiji.ac.jp**

-You will obtain "Application Number" and password via the online application system. Check the corresponding item on Application Documents Checklist to indicate that you applied to CDGDC, and also write the application completion date.

-Issuance of certificates may take a long time; it is advised that applicants apply for the certificates in April for Exam Period I, and in October for Exam Period II.

(3) An original Certificate of Degree in Japanese or English issued by the university/graduate school which you have graduated from/completed.

* Other notes regarding certificates are the same as "[1] In the case of educational institutions other than in China."

(4) Payment of Screening Fee

Please pay the screening fee by the application deadline.

Screening Fee: 35,000 yen* (Not subject to consumption tax)

***15,000 yen for Type B (Pre-arrival) Entrance Examinations for International Students for the International Program in Architecture and Urban Design, Architecture and Urbanism Program only**

Screening Fee Payment Deadline

Period I Examinations: June 12 (Fri) 2020 [Valid if date-stamped on or before the deadline date]

Period II Examinations:

- November 13 (Fri) 2020 [Valid if date-stamped on or before the deadline date] * **Only** for the International Program in Architecture and Urban Design, Architecture and Urbanism Program

- December 18 (Fri) 2020 [Valid if date-stamped on or before the deadline date] * **Other than** the International Program in Architecture and Urban Design, Architecture and Urbanism Program

After filling out the Entrance Examination Application Form, make a payment as described below.

Note that any payment made past the application deadline will be invalid.

No screening fee will be refunded once paid.

A. Payment from a Financial Institution * Payment from Japan Post Bank is not accepted.

[1] Fill out the necessary items in the Screening Fee Payment Forms (Forms B – D).

For the Graduate School Code in Form D, please refer to page 21.

[2] Make a payment at the counter of a financial institution via "telegraphic transfer."

• The transfer must be made in cash. Use of securities such as checks, etc., or an ATM (automatic teller machine) will not be accepted.

• Bank charges are required upon transfer, but if you make the transfer from the head office or a branch office of a financial institution listed in the Screening Fee Payment Form, it will be free of charge.

• The screening fee may be paid before the application period.

[3] Make sure that the financial institution's receipt stamp is affixed at two places in Form B and Form C. Without receipt stamps, it will be considered that the screening fee has not been paid, so please pay due attention.

- [4] Detach Form C and retain it for yourself.
- The receipt stamp of the financial institution shall serve as evidence of receipt of payment by the University.
 - Please retain it in a safe place as we will not issue another receipt.

B. Payment at Convenience Store (available only for General Entrance Exams/Entrance Exams for International Students/Special Entrance Exams for Adult Students)

- [1] You can make a payment at a “Lawson,” “7-Eleven” or “FamilyMart” store. For detailed procedures, please refer to “How to Pay Screening Fee at Convenient Store/by Credit Card.”

Note that service fees will be separately charged to make a payment at a convenient store. For more details, please check the website of the “E-Service Support Center” (<https://e-shiharai.net/>).

This service is available only during the screening fee payment period.

- [2] For any inquiries regarding payment at a convenient store, please check the “E-Payment Service” website (<https://e-shiharai.net/>).
- [3] Detach the “Certificate of Receipt” from the “Statement of Handling of Screening Fees” issued upon payment at a convenient store, and paste it at the designated place of the Notice of Money Transfer (Form B: To be Sent to the University).
- [4] The “Receipt of Payment for Ticket, etc.,” “Online Settlement Receipt” or “Statement of Handling/Receipt” issued by a convenient store shall serve as evidence of receipt of payment by the University.
- Please keep it in a safe place as we will not issue another receipt.
- [5] Forms C and D are not necessary for application.

C. Payment by Credit Card/Chinese Settlement Service (available only for General Entrance Exams/Entrance Exams for International Students/Special Entrance Exams for Adult Students)

- [1] You may make a payment by “VISA,” “Mastercard,” “JCB,” “American Express,” “UnionPay” or “Alipay.” For detailed procedures, please refer to the attached “How to Pay Screening Fee at Convenient Store/by Credit Card.”

Note that service fees will be separately charged to make payment by credit card or Chinese settlement service. For more details, please check the “E-Payment Service” website (<https://e-shiharai.net/ecard/>).

The service is available only during the screening fee payment period.

- [2] For any inquiries regarding payment by credit card or Chinese settlement service, please check the “E-Payment Service” website (<https://e-shiharai.net/ecard/>).
- [3] Upon completion of payment, access the “Inquiry for Contents of Application” on the E-Payment website and enter the [Birth Date] and [Reception No.] notified upon completion of the reception and print out the “Certificate of Receipt.” Detach the “Certificate of Receipt” and paste it at the designated palce of the Notice of Money Transfer (Form B: To be Sent to the University).
- [4] No “receipt” will be issued. Print out the “Inquiry for Contents of Application” screen and keep it. In the statement of the credit card/Chinese settlement service, the transaction will be described as “E-Payment Shiharaijimmukyoku (Secretariat.)”
- [5] Forms C and D are not necessary for application.

D. Payment from outside of Japan

- [1] Screening Fee: 35,000 yen *
*15,000 yen for Type B (Pre-arrival) Entrance Examinations for International Students for the International Program in Architecture and Urban Design, Architecture and Urbanism Program **only**.
- [2] Remittance Charges

Remittance charges will be required in addition to the screening fee. All charges incurred for overseas remittance of money shall be borne by a remitter (applicant). Such charges shall be "Remitter's Account" and the remitter shall make payment at the local financial institution.

Remittance charges include the following (1) – (3). Remittance charges will be charged at both the local remittance bank and the recipient bank of Meiji University. In addition, some charges may accrue to a transit bank. Please pay all such charges at the local remittance bank. No screening fee will be refunded once paid.

- (1) Remittance charges, etc., of the local remittance bank
- (2) 4,000 yen in total for yen exchange charge (2,500 yen) and incoming remittance charge (1,500 yen) of the recipient bank of Meiji University
- (3) If a transit bank is used, relevant bank charges (Please check the amount at the local financial institution.)

Please check before remittance if the payment will reach the Meiji University's bank account within the application period. Considering that it may take about one week for the money to be transferred, make remittance well in advance. We accept screening fees prior to the application period as well.

If the amount received by Meiji University falls short of the amount of screening fee, you will be deemed to have withdrawn your application and the money will not be refunded. Further, if the payment does reach the University's account due to any accident in the process of money transfer, the remitter shall be responsible for the consequences.

[3] Remittance Instructions

Type of remittance: Telegraphic transfer
 Currency: Japanese yen
 Method of payment: Advise and pay
 Yen exchange charge: Remitter's account
 Incoming remittance charge: Remitter's account
 Purpose of payment: Screening fee

[4] Beneficiary:

Paying Bank	SUMITOMO MITSUI BANKING CORPORATION
Branch	KANDA Branch
Bank Address	3-12 Kanda Ogawamachi, Chiyoda-ku, Tokyo, Japan
Payee's a/c No.	Ordinary Account 219-147151
Payee	Meiji University
Address	1-1 Kanda Surugadai, Chiyoda-ku, Tokyo, Japan
Swift Code	SMBCJPJT

- * Make sure to enter "PAY IN FULL" in the message field for the recipient bank (beneficiary's bank).
- * Pay attention to the following points when entering the remitter information:
 - If a remitter is an applicant: Enter the name using alphabetic lettering as shown in the passport.
 - If a remitter is not an applicant: Enter the applicant's name in the message field as shown in his/her passport.
- * After remittance, please **make sure to send** a message containing the following items **via facsimile or e-mail to the School of Science and Technology Office**. Unless you do so, we cannot confirm the receipt of money and complete the procedures. Even if the remitter is an applicant (yourself), please send a message via facsimile or e-mail.

Title: <<Overseas Remittance>>

- | | |
|--|---|
| [1] Applicant's name | [6] Graduate School which you are applying for |
| [2] Applicant's name (<i>furigana</i>) | [7] Remitter's name |
| [3] Applicant's name in alphabet | [8] If a remitter is not an applicant, his/her relationship with the applicant (e.g., parent, relative) |
| [4] Gender | [9] Date of remittance |
| [5] Birth date/month/year | [10] Contact telephone number |

Contact: Graduate School Section of the School of Science and Technology Office (Tel: 81-44-934-7600 FAX: 81-44-934-7901
E-mail: sst@mics.meiji.ac.jp)

[5] Required Documents

Submit the following documents together with other application documents:

(1) Screening Fee Payment Forms (Forms B - D)

Fill out the necessary items in the Screening Fee Payment Forms (Forms B – D) prescribed by the University and submit them as part of the application documents. **Do not use these Screening Fee Payment Forms (Forms B - D) for the remittance.**

(2) Copy of the “Application for Remittance”

Upon remittance, an “Application for Remittance” will be issued by the financial institution. Retain the original as evidence of the remittance and send a copy to Meiji University.

9. Admission Procedures

The admission procedures for those who have passed the entrance examinations and would like to be enrolled will be carried out in March 2021 (See the relevant item under “1. Entrance Examination Schedules.”)

(1) Documents for the procedures will be sent out by early February 2021 (*Note 1) to successful Period I applicants and on the day of admission decision announcement to successful Period II applicants together with a notification of acceptance, addressed to the applicant’s address stated on the Application Form (Form A) (*Note 2) (*Note 3).

*Note 1: If such documents do not reach you by early February 2021, make sure to contact the School of Science and Technology Office.

*Note 2: If there are any changes made to the address, etc., stated in Application Form A, make sure to notify the School of Science and Technology Office.

*Note 3: **You will not be allowed to carry out the admission procedures after expiration of the period for admission procedures due to non-arrival or late delivery of such documents for admission procedures.**

(2) Refer to the “Admission Procedure Guideline” enclosed with the admission procedures documents and complete the prescribed procedures within the period for admission procedures.

(3) Please prepare the following items in advance, which will be required for the admission procedures:

[1] Admission expenses (For the amounts, refer to “14. Admission Expenses.”)

[2] Certificate of Graduation (Completion)/Academic Transcript (only for those who submitted a certificate of expected graduation, etc.)

[3] Certificate of Degree (only for graduates of a foreign university/graduate school who did not submit it at the time of application)

[4] Residence Certificate (one issued within three months before the date of procedure and containing the permanent domicile)

* The following shall be submitted by applicants of non-Japanese nationality:

[5] Residence Certificate of his/her guarantor

(Notes)

1. If you cannot submit the Certificate of Graduation/Academic Transcript, etc., by the deadline of admission procedures,

please notify us and we will grant an extension of such deadline. For details, please refer to the “Admission Procedure Guideline.”

2. You will be required to submit other documents as prescribed by the University.
3. If you are a non-Japanese national, please submit a residence certificate containing your status of residence and the period of stay.

(4) Guarantor

You do not need a guarantor when applying, but you will need one for the admission procedures after passing the entrance examinations.

Your guarantor must be someone who is financially independent, in principle, and priority shall be given in the following order. You may not choose a person with a “Student” status of residence as your guarantor.

[1] Your parent or any other relative residing in Japan

[2] (Only if there is no [1] person) an acquaintance, etc., residing in Japan

10. Visas

(1) Obtaining a visa to Sit for Examinations

If you would like to have “a certificate for entrance examinations” issued, circle “Necessary” in the corresponding column of the “Application Form for Admission (for Non-Japanese Nationals),” and prepare one more photo (4cm long x 3cm wide) identical to those for the Entrance Examination Application Form and the Application Form for Admission in addition to such photos for application and send it together with the application documents. On the back side of the photo, please write your name and the Graduate School which you are applying to.

However, if you are from a country with which Japan has a reciprocal visa exemption arrangement for ordinary passport holders under the Immigration Control and Refugee Recognition Act, you will not need a certificate for entrance examinations.

[Countries Which Have Visa Exemption Arrangements with Japan (See the Ministry of Foreign Affairs of Japan’s website): <http://www.mofa.go.jp/mofaj/toko/visa/tanki/novisa.html>]

* Even if you apply for a visa at a Japanese diplomatic establishment abroad (embassy/consulate) with a certificate for entrance examinations issued by Meiji University, it is not guaranteed that a visa will be granted.

(2) Obtaining a “Student” Visa

[1] If you have a status of residence to stay in Japan

A. If you have a “Student” visa:

You may apply for extension of the status of residence three months before expiration of the current period of stay, but please be aware that such status may become subject to revocation if you stay without engaging in the primary activity corresponding to such status for more than three months. Further, even if the period of stay under your “Student” visa is still valid after admission to the University, if there is a change of school at which you are enrolled, you are obligated to submit a “Notification of the Accepting Organization” to the Immigration Bureau within 14 days after such change.

B. If you are staying in Japan on a visa other than “Student” visa and would like to obtain a “Student” visa

Please apply for a change of status of residence. During the admission procedures, the School of Science and Technology Office issues a “*Nyugakukyokasho* (Letter of Acceptance.)” Use this letter to switch to a “Student” visa in Japan; provided that, those who entered Japan with a “Short-stay” visa are not allowed to change the status of residence inside Japan in principle, so such persons may have to temporarily leave Japan to obtain a “Student” visa.

Those who are enrolled in a Japanese language education facility or a specialized training college (*senshu gakko*, such as a Japanese language school, short-term Japanese language course at a university/junior college, or various other vocational schools, etc.) prior to admission to Meiji University will be required to submit an attendance certificate issued by such educational institution to the Immigration

Bureau (Ministry of Justice) when applying for the extension of the period of stay/the status change. If there is a problem in your enrollment status, your visa application may be declined.

[2] If you do not have a status of residence to stay in Japan

Please apply for a “Student” visa at the embassy or a consulate of Japan in your country. If you or your proxy obtains a “Certificate of Eligibility” at the Tokyo Regional Immigration Bureau (Ministry of Justice) in advance and you apply for a “Student” visa using such Certificate, the screening process will be carried out smoothly.

If your relative, financial supporter or scholarship provider is in Japan, request that such person apply for the issuance of “Certificate of Eligibility” at the Tokyo Regional Immigration Bureau of the Ministry of Justice by proxy. If you would like Meiji University to apply for the same by proxy, please submit necessary documents during the admission procedures.

- * Visa applications are examined by the Ministry of Justice. The University will not take any responsibility if your application is declined.
- * Even if your arrival in Japan is delayed for visa reasons, no special measures will be taken for the classes.
- * Tuition assistance and most scholarships for international students are available only to those with a “Student” status of residence.
- * A Certificate of Eligibility will be issued at the discretion of the Tokyo Regional Immigration Bureau of the Ministry of Justice and the process of examination for issuance will take a considerably long time. If you take and pass Period II examinations, you may not be able to obtain a Certificate of Eligibility and a visa to arrive in Japan before the start of classes.

11. Scholarship

Graduate School Research Encouragement Scholarship A/B

This is a scholarship program to provide those admitted to Meiji University Graduate School with outstanding academic performance who are selected by each Graduate School based on its own selection criteria with an amount equivalent to a half of the tuition fees for a period not longer than the standard period of study for graduation (two years for the Master’s Degree Program and three years for the Doctoral Degree Program). Selection is made by each Graduate School and application by individuals is not accepted. The objective of the scholarship is to support students aiming to become future researchers by creating an environment where they can devote themselves to research activities.

The program consists of “Graduate School Research Encouragement Scholarship A” for the Doctoral Degree Programs and “Graduate School Research Encouragement Scholarship B” for the Master’s Degree Programs, and to receive it continuously, students must fulfill the criteria for continuation specified by each Graduate School for each academic year.

The recipients may also apply for the Japan Student Services Organization Type 1 and Type 2 Scholarships.

Scholarship to Develop Researchers of Specific Research Areas

Meiji University provides scholarships in an amount equivalent to annual school fees with the objective of providing the recipients with opportunities to concentrate on specific research projects and developing excellent researchers who will contribute to the development of academic research. The scholarship is provided continuously for a period not longer than the standard period of study by fulfilling certain conditions each academic year.

Eligible students for this scholarship are those enrolled in a Graduate School of Meiji University who are appointed as a Research Fellowship of the Japan Society for the Promotion of Science (Research Fellowship DC1 and DC2 only).

12. Meiji University Educational Promotion Cooperation Fund

Meiji University asks the parents of all undergraduate and graduate students (and partly the students

themselves) for a contribution to the “Meiji University Educational Promotion Cooperation Fund” (some of them are excluded).

Such contributions will be utilized as funds necessary for the enhancement and development of education and research at the University.

This contribution is voluntary, but we kindly ask for your cooperation for further enhancement of the education and research environment for your children.

13. Purpose of Use of the Personal Information

Personal information submitted in the course of application and admission procedures will be used to administer the entrance examinations, admission decision announcement, admission procedures, and matters incidental thereto. Part of such operations will be outsourced to contractors designated by Meiji University. In outsourcing such operations, we may provide such personal information submitted by you to such contractors. We kindly ask for your understanding.

14. Admission Expenses (*Following information is applicable to AY2020 admission. The information will be updated in June for AY2021 admission.)

Master's Degree Program

<School Fees, etc., for AY2020 (1st Year)> (Unit: Yen)

Year/Grade		AY2020(1 st Year)	Fees for 2021 (2 nd Year)
Item			
School Fees	Admission Fee	200,000	
	Tuition Fee	760,000	760,000
	Education Enhancement Fee	90,000	90,000
	Experiment Lab Fee	70,000	70,000
Misc. Fees	Fees for Student Mutual Aid Health Insurance Union	3,000	3,000
Total (Annual Sum)		1,123,000	923,000
Spring Semester (Admission Expenses)		663,000	463,000
Fall Semester		460,000	460,000

* Experiment Lab Fee for the 1st year of the International Program in Architecture and Urban Design, Architecture and Urbanism Program is 140,000 yen.

- ⊙ Admission fee is required only for the 1st year of enrollment.
- ⊙ For graduates of the University's Undergraduate School and students subject to "early admission" from the University's Undergraduate School, the admission fee will be reduced by 50%.

Doctoral Degree Program

<School Fees, etc., for AY2020 (1st Year)> (Unit: Yen)

Year/Grade		AY2020 (1 st Year)	AY2021 (2 nd Year) AY2022 (3 rd Year)
Item			
School Fees	Admission Fee	200,000	
	Tuition Fee	780,000	780,000
	Experiment Lab Fee	70,000	70,000
Misc. Fees	Fees for Student Mutual Aid Health Insurance Union	3,000	3,000
Total (Annual Sum)		1,053,000	853,000
Spring Semester (Admission Expenses)		628,000	428,000
Fall Semester		425,000	425,000

- ⊙ Admission fee is required only for the 1st year of enrollment.
- ⊙ Those who have completed a Master's Degree Program of the University's Graduate School shall be exempted from payment of admission fee.
- ⊙ For graduates of the University's Undergraduate School who have completed a Master's Degree Program at another graduate school, the admission fee will be reduced by 50%.

[Note] (For both the Master's Degree Program and the Doctoral Degree Program)

1. School fees shall be paid in installments semi-annually.

Admission expenses include the admission fee, half of school fees (excl. admission fee) and miscellaneous fees.

Payment Period	Payment Portion	Payment Deadline
Spring Semester	Admission Fee + 1/2 of School Fees (excl. Admission Fee) + Misc. Fees	Upon admission procedures (Apr. 30 in the next and following years)

Fall Semester	1/2 of School Fees (excl. Admission Fee)	October 20
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- If you take a class subject not included in the curriculum of the Graduate School after admission, extra course fees will be charged separately.
(Subjects related to teacher-training and to social education supervisor, curator, librarian and teacher librarian qualifications, etc.)
- Admission expenses once paid will not be refunded in principle; provided that, fees except for the admission fee will be refunded if you carry out procedures to cancel admission procedures by the prescribed deadline.
- School fees, etc., are not subject to consumption tax.

15. Contact Information and Campus Location

[School of Science and Technology Office] *Located in Ikuta Campus, not in Nakano Campus.

1-1-1 Higashimita, Tama-ku, Kawasaki, Kanagawa 214-8571 JAPAN

email: sst@mics.meiji.ac.jp TEL: +81-(0)44-934-7600 FAX: +81-44-934-7901

Office Hours: Weekdays 9:00-11:30, 12:30-16:30, Sat 8:30-12:00

*Closed on Sundays, national holidays (when there are no classes conducted) and university holidays.

[Campus Location for International Program in Architecture and Urban Design students]

<http://www.meiji.ac.jp/nakano/english/>

[Directions to Nakano Campus from the Nearest Train Station]

About 8 minutes on foot from Nakano Station

*Nakano Station can be reached by three lines (the JR Chuo Line, the JR Sobu Line, and the Tokyo Metro Tozai Line) and is 4 minutes from Shinjuku Station by rapid-service train.

