2021
GIS (Global and Interdisciplinary Studies)
Application Guidelines
Fall Admission Exam

GIS
GLOBAL AND
INTERDISCIPLINARY
STUDIES
Connections beyond borders

GIS (Faculty of Global and Interdisciplinary Studies) Admission

The information below sets out the application guidelines for GIS (the faculty of Global and Interdisciplinary Studies), which has the goal of developing ambitious graduates, equipped with both an interdisciplinary education and proficient English, so that they can work at the forefront of the international community. At GIS, all classes are held in English, so applications must meet our English language requirements. In the course of the screening, in addition to both high school grades and extracurricular activities, important consideration is given to the interest and study motivations of applicants for the subject courses offered by GIS.

Please note that the method/s by which applicants are selected for our program may change from the description given in the Admission Entrance Requirements Guide depending on future developments of the novel coronavirus pandemic.
All changes regarding admission procedures will be announced on Hosei University's Admission Information website (https://nyushi.hosei.ac.jp/).

GIS (Faculty of Global and Interdisciplinary Studies)
Application Guidelines (For admission in September of 2021)

Table of Contents

1. Number of Places to be Offered ····· 1

2. Application Requirements ····· 1

3. Application Documents ····· 3

4. Screening Fee ····· 6

5. Application Period and Method ····· 6

6. Method of Selection and Announcement of Results ····· 8

7. Enrollment Procedures and Admission ····· 10

8. Notes ····· 11

9. Applicants with Non-Japanese Nationality ····· 12

10. FAQ ····· 12

11. School Fees ····· 13

12. Overseas Academic Study Program (OAS) ····· 13

GIS (Faculty of Global and Interdisciplinary Studies)
Application Guidelines (For admission in September of 2021)

1. Number of Places to be Offered

GIS (Faculty of Global and Interdisciplinary Studies) Fall Admission Exam: 10 places

2. Application Requirements

Applicants must meet each of requirements (1) - (3). Some applicants must meet the requirement (4) in addition to (1) – (3) if applicable (see 4 for details).

(1) Have a strong desire to study in GIS.

(2) Have satisfied, or expect to satisfy, by the time of enrollment, one of the following requirements:

① Completed, or expect to complete by the time of enrollment, high school (高等学校) or secondary education (中等教育学校) under the Japanese education system.

② Completed, or expect to complete by the time of enrollment, 12 years of education in Japan based on a standard Japanese curriculum under the Japanese education system.

③ Have, or expect to have by the time of admission, scholastic qualifications equivalent to a high school graduate* as stipulated in Article 150 of the School Education Act Enforcement Regulations (see "Details of Article 150 of the School Education Act Enforcement Regulations").

*This includes:

a. Applicants who have completed 12 years of education or equivalent in a non-Japanese educational institution overseas.

b. Applicants who have completed 12 years of education at a school that is accredited by an international accreditation organization (WASC, CIS, and ACSI).

(3) Meet one of the following standards of English proficiency:

S Standard (Any of the following)

a. TOEFL iBT® (including SHE) 90 or above. (Writing score 23 or above)
(MyBest™ scores are not admissible)

b. IELTS (Academic Module) (including CDI) band 6.5 or above.
(Writing band 6.0 or above)

c. Language A: Literature in English or Language A: Language and Literature in English as part of the IB Diploma.

A Standard (Any of the following)

a. TOEFL iBT® (including SHE) 80 or above.
(MyBest™ scores are not admissible)

b. IELTS (Academic Module) (including CDI) band 6.0 or above.

c. STEP (EIKEN (including CBT)) 1st or pre-1st grade with a CSE score of 2500, attained in or after 2018.

* Applicants applying through the A standard are required to submit the statement of purpose in both English and Japanese, as well as attend a second stage screening comprising a short essay examination and an interview in English.
* Applicants applying through the S standard are exempt from submitting the statement of purpose in Japanese and the second stage screening.

(4) If any of the following conditions applies, applicants must meet one of the following "Application requirements for educational systems outside Japan."

① An applicant who has completed, or expects to complete, 12 years of education or equivalent in a non-Japanese educational institution, and who has filled or expects to fill, admission requirements for local universities.

② An applicant who has completed, or expects to complete, 12 years of education under a standard Japanese curriculum (either a senior high school or educational institute within Japan, or an overseas school approved by MEXT), and who falls under either of the following.

a. An applicant who has been enrolled under an education system outside Japan for more than two years and has transferred to a Japanese educational institution after June 2020.

b. An applicant who applies for the S Standard.

Application requirements for educational systems outside Japan (one of the following)

Education System	Requirements	Documents to Submit
IB Program	Have been enrolled in the International Baccalaureate (IB) program (including Japanese DP) and obtained, or expect to obtain, the diploma	Sent directly from IBO: Transcript of Grades Enclosed with other documents: Transcript of Grades and Diploma Transcript must show the results of six subjects from the final exams and the IB Diploma.
UK	Have sat for (a) 3 GCE Advanced Levels or (b) 2 GCE Advanced Levels and 2 GCE Advanced Subsidiary Levels (total of 4 subjects)	GCE Statement of Results certifying the candidate's grades

New Zealand	Have fulfilled, or expect to fulfill, university admission requirements (UE: University Entrance), including the NCEA (National Certificate of Education Achievement) Level 3	Certified Record of Achievement showing results that include NCEA Level 3
France	Have passed the Baccalauréat	Transcript showing Baccalauréat results
Germany	Have passed the Abitur	Transcript showing Abitur results
Education systems other than those listed above	(1) Have obtained, or expect to obtain, qualifications that meet local university entry requirements (2) Have taken SAT or ACT* Both (1) and (2) are required Notes: - SAT must include the Reasoning Test (Essay not required) and the Subject Tests. The results of language Subject Tests taken by native speakers will not be accepted - ACT must include Writing	(1) Documents proving that you have obtained university entrance qualifications (2) Official Score Reports for ACT or SAT - The SAT code for Hosei University is 3686 - The ACT code for Hosei University is 0607

* Suspension of SATs and ACTs

In case of a suspension of SATs and ACTs due to the pandemic, Hosei Admission Center will make an announcement on its website.

3. Application Documents

(1) Enrollment Request Form. The downloadable form can be printed upon payment of the application fee.

(2) One photo (4 cm by 3 cm)

- Write your name on the back of the photo and attach it to the application form.
- The photo must be taken within the previous three months, and must show you from the waist up, facing forward and looking straight at the camera, without a hat, and against a plain background.
- It can be in color or in black and white. Snapshots and digital camera photos not taken or printed professionally, and blurred photos are not acceptable.
- If the applicant intends to wear eyeglasses on the day of the interview, he/she must wear them in the photo too.

(3) Certification of high school graduation and school reports (sealed).

For applicants expected to graduate, the required documents should have been issued within the previous three months. For applicants who have graduated from high school, documents issued any time after graduation are accepted.

① Applicants who expect to graduate from high school or a secondary education school should submit a school report that includes grades in the first term in the third year.

② Applicants who have passed or are expected to pass an authorized high school degree examination and those who have passed the high school equivalence test should submit an official transcript.
 * There is no need to submit a certificate of credit acquisition for exempted courses.

③ If a school report cannot be issued, submit proof of (expected) graduation and an official transcript.

Please note the following:

- Submit only originals. Copies are not accepted. If an original document cannot be submitted, submit a copy certified by the school principal.

- Provide a certified translation into Japanese or English for documents in any other language. The translation needs to be certified by the school the applicant has/will graduate from, or notarized by a public organization such as an embassy.

- For any term(s) spent in study abroad during high school, provide documents showing the courses taken and the grades obtained by academic year.

- The transcripts must contain all the grades obtained in high school.

- Applicants who meet condition (4) (on page 2) must provide certificates, etc., to show they meet "Application requirements for educational systems outside Japan."

  • If NCEA Level 3 and UE: University Entrance (New Zealand) cannot be obtained by the application deadline, provide a certificate of expected record of achievement from the graduating high school.

  • IB predicted scores should be provided using the downloadable form.

  • Graduates without IB diplomas or those from countries other than the UK, New Zealand, Germany and France are required to submit SAT or ACT results. The SAT code is 3686 and ACT code is 0607 for Hosei University. Official score reports for SAT or ACT sent directly to Hosei University should reach the university by the application deadline. (Sending score reports before the official application period is acceptable.)

  • Graduates of international schools outside of Japan need to check the education system and curriculum of their school. For example, for graduates of an international school in Indonesia which is following the curriculum of the UK education system, the documents stated in the "UK" section of the table on page 3 are required.

(4) Score reports of English proficiency tests (originals)
Submit the official score report of any among TOEFL®, IELTS, or STEP (英検) that satisfies the application requirement. You may submit scores from multiple tests.

Please note the following:

- Submit only official score reports. Printouts or copies of online score reports (even those with an official school seal) are not accepted.

- Download and print the Test Taker Score Report (Examinee Score Report) from My TOEFL Home and include this with your application documentation, and also ask ETS (the Educational Testing Service) to send the Institutional Score Report (Official Score Report) directly to Hosei University by the application deadline. Hosei University's Institution Code for TOEFL® is 0407, and the Department Code is 00.

- Official score reports for IELTS may be mailed directly to Hosei University, or they may be sent together with the application and other required documents.

  Please plan to send your score report early, as it usually takes about one month for the official score reports to reach the university. (Sending score reports before the official application period is acceptable.)

- Score reports will not be returned unless they are accompanied by a stamped self-addressed envelope and a note requesting that they be returned. As TOEFL® scores reports must be delivered directly to GIS from ETS, in-person submissions and submission enclosed with other application materials are not accepted.

(5) A statement of purpose in English, approximately 500 words in length (download the official form from the website).

① The statement should include the following (in any order).

- Your reasons for applying to GIS
- Your plans and goals after entering university
- Your personal strengths

② Download and fill in the "Statement of Purpose" cover sheet and type your statement on A4 or US letter size paper. Use 12-point font and double space lines and margins on all sides. Put your name on the upper right-hand corner and staple multiple pages together in the upper left-hand corner, along with the cover sheet.

(6) A statement of purpose handwritten in Japanese, within 2,000 characters. Download the form and follow instructions on the cover sheet ('S' standard applicants are exempted from the Japanese statement of purpose).

① Include a title no longer than 20 characters.
② The essay should be 2,000 characters in length.
③ Content should include the same items listed for the English essay.
④ The essay should be handwritten using a ballpoint pen in blue or black ink.
⑤ Essay pages should be stapled vertically in the upper left-hand corner.

(7) Letters of reference in English or Japanese (issued within the previous 6 months and in sealed envelopes) from two full-time teachers of the most recent school institution (excluding cram schools and similar institutions) the applicant attended. Download the forms for references. Letters sent from overseas should be addressed to the Faculty of GIS (under (9)) on the envelope (applications sent early are welcomed).

(8) Document checklist: Download and print.

Please send your application documentation by registered mail if you are posting from overseas to the following address:

Faculty of GIS
Office of Academic Affairs
2-17-1, Fujimi, Chiyoda-ku, Tokyo, 102-8160, Japan

4. Screening Fee

Amount
S Standard 20,000 JPY
A Standard 35,000 JPY
Method of payment Pay by credit card
Note: A one-way of payment incurs a service charge for 990 JPY. Once paid, the screening fee will not be refunded.

5. Application Period and Method

Application period: March 1, 2021 (Monday) – March 18, 2021 (Thursday)
All applicants must begin their applications online. Access the Hosei University application website (http://exam.52school.com/guide/hosei-ebdp/) to begin your online application.

(http://exam.52school.com/guide/hosei-ebdp/)
Follow the steps below.

① Register your Email Address

Enter your email address, and click the "Registration" button. A confirmation email is sent once the registration is completed. Go to the URL in the email.

② Enter personal information

Select the admission category "GIS S Standard" or "GIS A Standard" depending on your application. Following the instructions on the website, enter your personal information: name of the applicant, gender, date of birth, current address, etc.

③ Pay screening fee by credit card

In the last part of the online application, the applicant is guided to the payment website for credit card payment. Follow the instructions on the page and enter your credit card number, expiration date, cardholder's name, and security code to pay the screening fee.

<Types of accepted credit card>

④ Receive a confirmation email

The email includes your "Reference number" and "Security code". Go to the URL of the login page to "My Page" in the email and log in with your "Reference number" and "Security code". Applicants can print the "Enrollment Request Form" and confirm the application number on "My Page". The details are available in ⑤ and ⑦ below.

⑤ Print the "Enrollment Request Form"

Click the "Print Enrollment request form" button on "My page". The Enrollment Request Form is then automatically displayed. The Enrollment Request Form already contains information registered in "Enter personal information". Print out the Enrollment Request Form and attach a photo on the designated space.

⑥ Send all application materials together to Hosei University by post

For applications submitted in Japan: these must be postmarked by the deadline

For applications submitted from overseas: these must arrive by the deadline

⑦ Confirm an application number

An applicant number will be uploaded on "My Page" no later than five days prior to the day of the announcement of successful applicants. Click the "Confirm Application Number" button on "My page" to confirm the applicant number which is necessary for confirmation of successful applicants and enrollment procedure.

⑧ **(For A standard applicants who pass the first screening) Print an examination notification**

Click the "Confirm Application Number" button on "My page". The examination notification will be uploaded no later than five days prior to the date of the second screening on the webpage. Print this page and bring to the second screening.

Note:

- Complete online registration, pay the screening fee, and post your application materials within the application period.
- The application is not complete until all application materials have been received at Hosei University.
- Cancellation after application is not possible.
- No application materials sent to Hosei University will be returned.
- Applicants who need special arrangements with respect to study due to physical disability should consult the Admissions Office before registering online.

Admissions Office

Tel: 03-3264-9312

Hours: Monday to Friday (9:00 – 17:00; closed for lunch between 11:30 – 12:30)
Saturday (9:00 – 12:00)
Sunday and holidays: closed

6. Method of Selection and Announcement of Results

S Standard

Method of selection: Document screening (transcripts, statement of purpose, etc.)

Announcement of results: May 18, 2021 (Tuesday)

Visit the following website and check your results with your applicant number. Click "Announcement of successful applicants" at the top of the page.

http://exam.52school.com/guide/hosei-ebdp/

- Notice of results and Enrollment Documents will be sent only to candidates who have passed the screening. They should arrive two or three days after the results have been announced. Those who have failed the screening will not be contacted.
- The results may be checked online through the university website from 10:00 am on the day the results are announced to the due date for completing the enrollment procedure.
- The results will not be posted on the bulletin board on campus. Telephone inquiries are not permitted.

- Contact the Admissions Office (03-3264-9312) if you have not received the notice of results four days after the announcement of results.
- The number of passing candidates may be less than the number of places offered.

A Standard

First screening: Document screening (transcript, statement of purpose, etc.)

Announcement of first screening results: April 28, 2021 (Wednesday)

Visit the following website and check your results with your applicant number. Click "Announcement of successful applicants" at the top of the page.

http://exam.52school.com/guide/hosei-ebdp/

- The results may be checked online through the university website from 10:00 am on the day the results are announced to the day of the second screening.
- The results will not be posted on the bulletin board on campus. Telephone inquiries are not permitted.
- Contact the Admissions Office (03-3264-9312) if you have not received the notice of results two days after the announcement of results. The number of passing candidates may be less than the number of places offered.

Second screening: Interview (in English), essay exam (in English)
Date: May 9, 2021 (Sunday)
Venue: Ichigaya campus, Hosei University
Information on time and room number will be provided in the examination notification.

Please note the following:

(1) Bring the application guides (入試要項), the examination notification, and stationery.
(2) Late applicants will be admitted to the exam up to twenty minutes after the start time. However, applicants should take ample time and plan to arrive to the exam location early. Call the examination headquarters (03-3264-5805) in case of transportation or other delays.
(3) Applicants may enter the campus any time after 9 am.
(4) The on-campus cafeteria will be closed and other nearby restaurants may not be open. Applicants are advised to bring their own lunch.
(5) Smart phones, smart watches, cell phones, and other electronic devices must be turned off and stored in your bag before entering the examination room, and the

alarm in these devices must be disabled. These devices may not be used as a clock. Bring a watch. (There is no clock in the examination room.)

(6) The ending time depends on your place in the interview schedule.

(7) Accompanying persons may not enter the examination room

(8) Use of dictionaries is not allowed during exams.

Announcement of second screening results: May 18, 2021 (Tuesday)

Visit the following website and check your results with your applicant number. Click "Announcement of successful applicants" at the top of the page.

http://exam.52school.com/guide/hosei-ebdp/

- Notice of results and Enrollment Documents will be sent only to candidates who have passed the second screening. They should arrive one or two days after the results have been announced. Those who have failed the screening will not be contacted.
- The results may be checked online through the university website from 10:00 am on the day the results are announced to the due date for completing enrollment procedures.
- The results will not be posted on the bulletin board on campus. Telephone inquiries are not permitted.
- Contact the Admissions Office (03-3264-9312) if you have not received the notice of results two days after the announcement of results.
- The number of passing candidates may be less than the number of places offered.

7. Enrollment Procedures and Admission

(1) Deadline for Completing Enrollment Procedures: June 8, 2021 (Tuesday)

- Complete the payment of enrollment fee by the deadline and send the relevant documents to Hosei University by postal mail, postmarked by the deadline.
- Extension of admission procedures to June 25, 2021 (Friday) is possible if the "enrollment application fee (same amount as admission fee)" is paid by the enrollment deadline and the necessary paperwork completed. For details, see the Enrollment Procedure Guide sent to those who have passed the screening.
- Permission for admission will be cancelled, irrespective of the reasons, if the enrollment process is not completed by the deadline.

- Refund of payment, except for admission fee, will be made if the procedure for withdrawal after the enrollment process is completed by September 15, 2021 (Wednesday). For details, see the Enrollment Procedure Guide sent to those who have passed the screening.

(2) Admission: September 16, 2021

8. Notes

Admission will be denied if an applicant who has passed the screening then fails to fulfill the application or enrollment requirements before the official enrollment date.
Any school fees paid, excluding the admission fee, will be refunded to an applicant whose admission is denied due to failing to fulfill the application or enrollment requirements before the official enrollment. In the case of an applicant who has paid school fees finding it impossible to fulfill the application or enrollment requirements before the official enrollment, please contact the International Admissions Office at Hosei University immediately. A denied applicant who has made only the first admission fee payment does not need to contact the International Admissions Office, as Hosei University will not refund the admission fee.

If any false statements or misconduct relating to the application are found, the following policies will apply:

(1) If a false statement or misconduct is discovered during the period between the application process and the announcement of successful applicants, Hosei University will disqualify the applicant and will not refund the screening fee.

(2) If a false statement or misconduct is discovered during the period between the announcement of successful applicants and the official enrollment, Hosei University will deny the admission and will not refund the screening fee. If a denied applicant has completed the payment of the whole amount required for the official enrollment, Hosei University will refund the school fees, excluding the admission fee. In case a denied applicant has made only the first payment (the admission fee), this will not be refunded by Hosei University.

(3) If a false statement or misconduct is discovered after the official enrollment date, Hosei University will revoke the admission and there will be no refund of any fee an applicant has paid.

9. Applicants with Non-Japanese Nationality

To study in Japan and to be eligible for scholarships and other assistance, students with non-Japanese nationality need to have a student visa (status: 留学). Inquire at the GIS office before applying should you be outside of Japan during the completion of the enrollment procedure. Non-Japanese students may enroll with a different visa (dependent, permanent resident, long-term resident, spouse or child of permanent resident, etc.) but will not be eligible for scholarships or other assistance for international students.

10. FAQ

(1) There are two standards "S" and "A" for applications, but is there any advantage for a particular standard?
→No. The number of places to be offered is 10 from applicants of both standards.

(2) Is it possible to use forms of the past exams such as letter of references or the statement of purpose?

→No. Please use the latest versions as they are updated each year.

(3) If I am attending, or have graduated from a college or professional school after graduating from high school, which transcripts are required, and who should write the references?

→Transcripts are required from all school institutions (from high school onwards) where formal qualifications have been attained. For example, if a student has graduated from a high school, completed a two-year college course and is currently studying a four-year university course, transcripts will be required for all three institutions. The references should be written by two full time teachers at the most recent school institution you have attended, or are attending. In the case of the above example, please ask a full-time university teacher. References are not accepted from teachers at vocational schools (except for an advanced course), cram schools or language schools.

11. School Fees

(For students enrolling in 2021)

Year / Item	1st year	2nd year	3rd year	4th year
Admission fee	￥240,000	--	--	--
Tuition (annual sum)	￥1,097,000	￥1,097,000	￥1,097,000	￥1,097,000
Education Enhancement Fee	￥232,000	￥232,000	￥232,000	￥232,000
Total	￥1,569,000	￥1,329,000	￥1,329,000	￥1,329,000

Note:

- In addition to the expenses noted above, approximately￥7,000 - ￥13,000 needs to be paid for various related expenses: for first year students, this will be paid as part of the enrollment procedure; fourth year students need to pay ￥30,000 for membership to the alumni association, which all graduates are automatically enrolled in.
- From the second year, tuition and education enhancement fee would be billed as an aggregate sum.

12. Overseas Academic Study Program (OAS)

The study abroad program in GIS, called OAS, is an optional program. Participation in the program incurs additional tuition and other expenses, as shown in the table below. Scholarships are also given to participants in the program.

OAS-related expenses in 2019

University	**Tuition, accommodation, and other expenses***
San Jose State University (USA)	Short term: Approximately ￥2,100,000
Prince Edward Island University (Canada)	Short term: Approximately ￥1,200,000
Sussex University (UK)	Short term: Approximately ￥1,600,000～2,200,000
Massey University (NZ)	Short-term: Approximately ￥1,600,000～1,700,000
	Long-term: Approximately ￥3,100,000～3,300,000

* The amount does not include travel expenses, insurance, and so on. The amount may vary depending on the exchange rate at the time of payment.

Scholarship program

Name	Amount	Number of scholarships	Time of payment	Eligibility
GIS SA Scholarship A	Short-term: ￥500,000 Long-term: ￥1,000,000	All participants	The academic year when the students participate in the OAS program	All participants
GIS SA Scholarship B	Short-term: ￥100,000 or ￥200,000 Long-term: ￥100,000 or ￥400,000	About 20 participants		Participants with high academic achievement would receive Scholarship B in addition to Scholarship A