June 17, 2021

Toyo University Graduate Schools

< Master's Program >

Course of International Culture and Communication Studies,
Graduate School of Letters

Course of Business Administration and Marketing,
Graduate School of Business Administration

Course of Public-Private Partnership,
Graduate School of Economics

Course of Global Innovation Studies, Course of Regional Development Studies,
Graduate School of Global and Regional Studies

Course of International Tourism Management,
Graduate School of International Tourism Management

< Doctoral Program >

Course of Regional Development Studies,
Graduate School of Global and Regional Studies

Course of International Tourism Management,
Graduate School of International Tourism Management

Application Guidelines for Entrance Examinations

(English Track Curriculum)

Fall Admission 2021 / April Admission 2022

- These guidelines consist of contents related to the sitting for entrance examinations, other than Entrance Examinations for the Internal Recommendation Category and Entrance Examinations Offered to International Applicants Overseas. Persons wishing to sit for the entrance examinations mentioned above are asked to see our university website or campus bulletin boards.
- These guidelines include all relevant matters, from application to admission procedures. Please read these guidelines carefully before applying and avoid making mistakes/omissions.
- Any changes, corrections, etc. to the content, etc. of these guidelines and any special measures taken due to natural disasters, etc. will be noted on our university website.
- Application procedures of Entrance Examinations for the Graduate Schools are conducted online. Please follow the instructions on our university website to apply. Application procedures can be started three days prior to the first day of the application periods. Please note that an Internet available environment is needed for various registration procedures and applications after passing the entrance examination. Please make appropriate preparations.
- If there are any contradictions between the Japanese version and the English version, the Japanese version shall take precedence.

URL for online application ⇒ https://www.toyo.ac.jp/academics/gs/prospective/
Any changes to these guidelines will be noted at this URL.

TOYO UNIVERSITY

—— Table of Contents ——

Admission Capacity, etc. ····· 1
Entrance Examination Schedule ····· 2
Entrance Examination Implementation Month Table ····· 4
Admission Policy ····· 5
Application Eligibility ····· 6
Preliminary Screening of Application Eligibility ····· 7
Application Procedures ····· 8
Important Reminders Related to Sitting for the Examination ····· 11
In the Event of Transportation Disruptions on the Examination Day ····· 11
Important Reminders Concerning Infectious Diseases for which Suspension of Attendance is Stipulated by the School Health and Safety Act ····· 11
Requests to All Examinees ····· 12
Important Reminders during the Examination ····· 12
Announcement of Application Results / Admission Procedures ····· 13
Status of Residence ····· 13
Preliminary Procedure for Professional and Practical Training Benefit ····· 13
Tuition and Fees ····· 14
Declining Admission and the Refund of Tuition and Fees after the Admission Procedures ····· 14
Examination Category Table ····· 15
Examination Categories / Subjects / Time Table
[General Category, Mature Student Category, International Student Category, JICA Volunteer Category, Regional Revitalization Category]
Graduate School of Letters ····· 16
Graduate School of Business Administration ····· 17
Graduate School of Economics ····· 18
Graduate School of Global and Regional Studies ····· 19
Graduate School of International Tourism Management ····· 22
List of Application Documents ····· 24
Toyo University Educational Loan ····· 26
Results of Entrance Examination ····· 27
Access Map / Map of Examination Venue (Hakusan Campus)

[Regarding the handling of personal information]
Toyo University shall use addresses, names, and other forms of personal information that are contained in applications submitted for the purposes of 1) receiving applications, 2) implementing the entrance examination, 3) announcing application results, 4) conducting admission procedures, and 5) providing pre-admission education, etc., as well as for completing tasks associated with these operations. Toyo University shall outsource some of the above-mentioned operations to a business designated by Toyo University. In some cases, Toyo University will provide personal information it has received to said designated businesses so that it may perform the outsourced operations.

[Contact information]
Application guidelines for Entrance Examinations for the Internal Recommendation Category, Entrance Examinations Offered to International Applicants Overseas, entrance examinations performed on other campuses, and entrance examinations for non-matriculated students, graduate school research students, and international trainees are available separately on our university website. The contact information for each graduate school is as follow.

Names of Graduate Schools	Offices in charge	TEL/Email
Letters, Sociology, Law, Business Administration, Economics, Global and Regional Studies, International Tourism Management, Social Welfare	Education Affairs Section for Graduate Schools	03-3945-7251 mldaig-ad@toyo.jp
Science and Engineering, Interdisciplinary New Science, Information Sciences and Arts	Kawagoe Campus Office Education and Student Affairs Section	049-239-1313
Life Sciences Food and Nutritional Sciences	Itakura Administration Section	0276-82-9119
Information Networking for Innovation and Design	Akabanedai Administration Section (INIAD HUB-1)	03-5924-2612
Human Life Design	Akabanedai Administration Section (WELLB HUB-2)	03-5924-2164

Admission Capacity, etc.

Fall Admission 2021

Graduate School	Course	Admission capacity			Form of class *1	Long-term study plan *2	Campus
		Doctoral Program		Master's Program			
		Master's Program	Doctoral Program				
Economics	Public-Private Partnership	–	–	30	Evening	Yes	Hakusan, Otemachi
Global and Regional Studies	Global Innovation Studies	–	–	10	Day and Evening		Hakusan
	Regional Development Studies	15	5	–			
International Tourism Management	International Tourism Management	15	3	–			

April Admission 2022

Graduate School	Course	Admission capacity			Form of class *1	Long-term study plan *2	Campus
		Doctoral Program		Master's Program			
		Master's Program	Doctoral Program				
Letters	International Culture and Communication Studies	10	–	–	Day	Yes	Hakusan
Business Administration	Business Administration and Marketing	22	–	–	Day and Evening		
Economics	Public-Private Partnership	–	–	30	Evening		Hakusan, Otemachi
Global and Regional Studies	Global Innovation Studies	–	–	10	Day and Evening		Hakusan
	Regional Development Studies	15	5	–			
International Tourism Management	International Tourism Management	15	3	–			

*1. Toyo University uses a semester system. Forms of class are current as of April 1, 2021.
Any changes will be noted on our university website.

*2. The long-term study plan system is only for the Master's Program. See details of the application method, etc. on our university website (https://www.toyo.ac.jp/academics/gs/prospective/long/) (Japanese only). Students who have a status of residence of "Student" cannot apply for this long-term study plan system.

*The admission capacity above includes enrolled students from other categories of entrance examinations, other than students from the "English Track Curriculum."

*There is no recruitment of new students for English Track Curriculum for the Doctoral Program of the following courses: the Course of International Culture and Communication Studies and the Course of Business Administration and Marketing.

Entrance Examination Schedule

For further details of the examination content, see the pages for each graduate school.

Entrance Examinations for Fall Admission 2021

◆ Examination in August 2021 ◆

Graduate School	Course	Program	Application period	Examination date	Announcement date of application results	Admission procedures period
Economics	Public-Private Partnership	Master's	Friday, July 9 | Friday, July 16, 2021	Saturday, August 28, 2021	Thursday, September 2, 2021	[One time admission procedure] Thursday, September 2 | Wednesday, September 8, 2021
Global and Regional Studies	Global Innovation Studies					
	Regional Development Studies	Master's/ Doctoral				
International Tourism Management	International Tourism Management	Master's/ Doctoral				

Entrance Examinations for April Admission 2022

◆ Examination in August 2021 ◆

Graduate School	Course	Program	Application period	Examination date	Announcement date of application results	Admission procedures period
Letters	International Culture and Communication Studies	Master's	Friday, July 9 | Friday, July 16, 2021	Saturday, August 28, 2021	Thursday, September 9, 2021	[Two-time admission procedure] ■[First-phase of the procedure] Thursday, September 9 | Thursday, September 16, 2021 ■[Second-phase of the procedure] Thursday, March 3 | Wednesday, March 9, 2022
Business Administration	Business Administration and Marketing					
Economics	Public-Private Partnership					
Global and Regional Studies	Global Innovation Studies					
	Regional Development Studies	Master's/ Doctoral				
International Tourism Management	International Tourism Management	Master's/ Doctoral				

◆ Examination in November 2021 ◆

Graduate School	Course	Program	Application period	Examination date	Announcement date of application results	Admission procedures period
Business Administration	Business Administration and Marketing*	Master's	Thursday, November 4 | Thursday, November 11, 2021	Sunday, November 28, 2021	Wednesday, December 8, 2021	[Two-time admission procedure] ■[First-phase of the procedure] Wednesday, December 8 | Wednesday, December 15, 2021 ■[Second-phase of the procedure] Thursday, March 3 | Wednesday, March 9, 2022
Economics	Public-Private Partnership					
Global and Regional Studies	Global Innovation Studies					

* In the November examination, a written examination and an interview will be conducted in Japanese only.

◆ Examination in February 2022 ◆

Graduate School	Course	Program	Application period	Examination date	Announcement date of application results	Admission procedures period
Letters	International Culture and Communication Studies	Master's	Tuesday, January 4 | Tuesday, January 11, 2022	Saturday, February 19, 2022	Thursday, March 3, 2022	[One-time admission procedure] Thursday, March 3 | Wednesday, March 9, 2022
International Tourism Management	International Tourism Management	Master's/ Doctoral				
Business Administration	Business Administration and Marketing	Master's		Sunday, February 20, 2022		
Global and Regional Studies	Global Innovation Studies					
	Regional Development Studies	Master's/ Doctoral				

◆ Examination in March 2022 ◆

Graduate School	Course	Program	Application period	Examination date	Announcement date of application results	Admission procedures period
Economics	Public-Private Partnership	Master's	Monday, February 14 | Friday, February 18, 2022	Sunday, March 6, 2022	Wednesday, March 9, 2022	[One-time admission procedure] Wednesday, March 9 | Tuesday, March 15, 2022

Entrance Examination Implementation Month Table

Examination categories and implementation months differ by Course. Please confirm these on the table below.
Entrance examinations may be taken during the months noted in the cells.
Mature students and international students can also take the entrance examination under the General Category.

[Fall Admission 2021]

Graduate School	Course	Master's Program					Doctoral Program				
		General	Mature Student	Int'l Student	JICA/ Regional Revitaliza -tion *1	Internal Recommen -dation *2	General	Mature Student	Int'l Student	JICA *1	Internal Recommen -dation *2
Economics	Public-Private Partnership	August				–	–				
Global and Regional Studies	Global Innovation Studies	August			–	August	–				
	Regional Development Studies	August					August				
International Tourism Management	International Tourism Management	August					August			–	August

[April Admission 2022]

Graduate School	Course	Master's Program					Doctoral Program				
		General	Mature Student	Int'l Student	JICA/ Regional Revitaliza -tion *1	Internal Recommen -dation *2	General	Mature Student	Int'l Student	JICA *1	Internal Recommen -dation *2
Letters	International Culture and Communication Studies	August, February			–	August, February	–				
Business Administration	Business Administration and Marketing	August, November *3, February			–	August, February	–				
Economics	Public-Private Partnership	August, November, March				August, February	–				
Global and Regional Studies	Global Innovation Studies	August, November, February			–	August, February	–				
	Regional Development Studies	August, February					August, February				February
International Tourism Management	International Tourism Management	August, February					August, February			–	February

*1. Entrance Examinations for the JICA Volunteer Category will be given for the Master's Program and the Doctoral Program of the Course of Regional Development Studies, the Graduate School of Global and Regional Studies, and the Master's Program of the Course of International Tourism Management Studies, the Graduate School of International Tourism Management only.
Entrance Examinations for the Regional Revitalization Category will be given only for the Course of Public-Private Partnership, the Graduate School of Economics.

*2. Application guidelines for Entrance Examinations for the Internal Recommendation Category are based on other application guidelines. See details on our university website or campus bulletin boards.

*3. In the November examination, a written examination and an interview will be conducted in Japanese only.

Admission Policy

Graduate School	Admission Policy
Letters	**Course of International Culture and Communication Studies** **[Master's Program]** The course administers various forms of entrance exams that match various types of applicants, and admits applicants who demonstrate the following qualities and abilities through a written exam, an interview, a document screening, etc. (1) A basic level of proficiency in English and other non-Japanese languages, and the motivation to further increase their language proficiency (2) Basic knowledge of linguistic and cultural diversity and the motivation to further explore that issue (3) Ability to adapt actively and flexibly to the international community to play an important role therein
Business Administration	**Course of Business Administration and Marketing** **[Master's Program]** The Course of Business Administration and Marketing will accept students with the following qualities and abilities by conducting a variety of examinations, including a written exam, an oral exam, an interview and a screening of application materials, according to applicants' characteristics: (1) Basic knowledge of business administration and marketing, and abilities necessary to conduct surveys and research (2) Motivation to strive for solutions to problems using specialized knowledge, and having a sufficient level of flexibility to devote efforts toward self-enlightenment and integrating other people's views (3) A spirit of inquiry into things, and the intention to contribute to global and local communities (4) Aspiration to serve as a researcher, educator, or highly skilled professional in academia, business or other organizations in Japan and/or abroad in the future
Economics	**Course of Public-Private Partnership** **[Master's Program]** The Course of Public–Private Partnership will accept students with the following qualities and abilities by conducting a variety of examinations, including an essay exam, an interview and a screening of application materials, according to applicants' characteristics. (1) General Category: an individual, regardless of his/her field of specialization, who has his/her own view on local economies and communities (which is assessed by an essay exam) and who plans to make use of his/her specialized knowledge on public–private partnership (PPP) acquired in and of the network of personal connections built through this Course (which is assessed by an interview) (2) Mature Student Category: an individual who has experience in a PPP-related field or may have a chance to be involved in such a field in the future, and who plans to make use of his/her specialized knowledge on public–private partnership (PPP) acquired in and of the network of personal connections built through this Course (which is assessed by an interview) (3) International Student Category: an individual who has experience in a PPP-related field or may have a chance to be involved in such a field in the future in his/her home country, and who plans to make use of his/her specialized knowledge on public–private partnership (PPP) acquired in and of the network of personal connections built through this Course (which is assessed by an interview)
Global and Regional Studies	**Course of Global Innovation Studies** **[Master's Program]** The course administers various forms of entrance exams that match diverse applicants, and admits applicants who demonstrate the following qualities and abilities through an interview, a document screening, or similar such process. (1) A spirit of entrepreneurship characterized by the intention to contribute to the global society through innovation, and the motivation to, for that purpose, acquire practical knowledge, specialized ability based on mastery of English, and leadership (2) Motivation to become a researcher, educator, or highly specialized professional who will play a leading role in academia, companies, NGOs/NPOs or other organizations in the future (3) Basic ability to conduct surveys and research to understand global challenges in contemporary society and solve those challenges, and the motivation to devote positive efforts to improving themselves (4) Academic basis necessary for actively delivering messages to the international community, and the analytical and practical abilities necessary for putting the knowledge into practice (5) A tolerant attitude toward diversity and skills in harmonious communication, both of which are necessary for learning while sharing the same purposes with other students in a diverse environment consisting of Japanese and international students **Course of Regional Development Studies** **[Master's Program]** The Course of Regional Development Studies will accept students with the following qualities and abilities by conducting a variety of examinations, including a written exam, an interview and a screening of application materials, according to applicants' characteristics: (1) An individual who possesses knowledge of the current status and issues of regions in Japan and other countries (2) An individual equipped with the ability to understand and analyze the current status and issues of regions (3) An individual who is willing to proactively engage in research and study to understand and address regional issues in Japan and other countries **[Doctoral Program]** The Course of Regional Development Studies will accept students with the following qualities and abilities by conducting a variety of examinations, including a written exam, an interview and a screening of application materials, according to applicants' characteristics: (1) An individual who has a broad knowledge of the current status and issues of regions in Japan and other countries, and has specialized knowledge and analytical skills (2) An individual who has the ability to understand and analyze the current status and issues of regions and to present his/her findings as research results (3) An individual who has the ability to address the current status and issues of regions in Japan and abroad from a bird's-eye view and who is willing to pursue a career as a researcher to tackle such issues
International Tourism Management	**Course of International Tourism Management** **[Master's Program]** The Course of International Tourism Management will accept students with the following qualities and abilities by conducting a variety of examinations, including a written exam, an interview and a screening of application materials, according to applicants' characteristics: (1) An individual who is willing to address domestic and global issues facing the tourism industry and has sufficient basic knowledge to propose improvement measures and solutions (2) An individual with the English or other linguistic skills necessary to meet tourism needs on the ground (3) An individual who seeks to become an executive manager who can play the role of an engine in the field of tourism, especially the hospitality industry (4) An individual who is willing to actively engage in research and studies to address issues related to regional development in Japan and abroad and the development of global tourism **[Doctoral Program]** The Course of International Tourism Management will accept students with the following qualities and abilities by conducting a variety of examinations, including a written exam, an interview and a screening of application materials, according to applicants' characteristics: (1) An individual with knowledge of or with experience in research or work in the tourism industry or in the field of tourism policy or tourism development (2) An individual who is willing to engage in research in the field of global tourism in English or any other global language and who has the ability to contribute to tourism studies using his/her research achievements (3) An individual who is positive about increasingly complex social trends and who has the ability to conduct research by taking full advantage of ICT (Information and Communication Technology); (4) An individual who is willing to actively engage in research and studies with high ambitions to address issues related to regional development in Japan and abroad and the development of global tourism (5) An individual who is eager to pursue the empirical discipline of international tourism studies to contribute to the development of a sustainable society, and continue to pursue research after completion of this program

Application Eligibility

Note Double enrollment is prohibited at Toyo University Graduate Schools by the Toyo University Graduate School Academic Rules and Regulations. If you are enrolled as a full-time student at another university or graduate school (including undergraduate faculty or graduate school of Toyo University, or Japanese language school), you are required to graduate, complete, or withdraw by the time of admission to Toyo University Graduate Schools.

1. Master's Program

Persons who fall under any of the following are eligible to apply for the Master's Program.

(1) Persons who graduated from a university, or who are expected to graduate
(2) Persons who have completed a 16-year program of school education in a foreign country, or who are expected to do so
(3) Persons who have earned a degree equivalent to a bachelor's degree by having completed a program of at least three years at a foreign university, or who are expected to do so
(4) Persons who have completed a specialized program (limited to programs of at least four years or that otherwise fulfill criteria prescribed by the Minister of Education, Culture, Sports, Science and Technology) in an advanced vocational school designated separately by, and on or after a date stipulated by, the Minister of Education, Culture, Sports, Science and Technology, or who are expected to do so
(5) Persons designated by the Minister of Education, Culture, Sports, Science and Technology (The Ministry of Education, Public Notice No.5 of 1953)
(6) Persons who were enrolled at a university for three years or more and who have been recognized by Toyo University Graduate Schools as having earned the prescribed credits with excellent grades
(7) Persons of age 22 or older by the time of admission who have been recognized by Toyo University Graduate Schools through individual admission qualification screening as having academic ability equal to or higher than that of university graduates*

*Since three-year universities (vocational colleges) do not confer a degree equivalent to a bachelor's degree, persons who do not have a background related to the research field (work experience, research history or academic background) will not be allowed to apply for the preliminary screening of application eligibility.

2. Doctoral Program

Persons who fall under any of the following are eligible to apply for the Doctoral Program.

(1) Persons who have a master's degree or a professional degree, or who are expected to earn one
(2) Persons who have earned a degree equivalent to a master's degree or a professional degree in a foreign country, or who are expected to do so by the time of admission
(3) Persons who have, in Japan, completed a program in an educational facility that is positioned in the school education system of a foreign country as having the program in a graduate school in that foreign country and that is designated separately by the Minister of Education, Culture, Sports, Science and Technology, and who have earned a degree equivalent to a master's degree or a professional degree, or who are expected to do so by the time of admission
(4) Persons designated by the Minister of Education, Culture, Sports, Science and Technology (The Ministry of Education, Public Notice No.118 of 1989)
(5) Persons of age 24 or older by the time of admission who have been recognized by Toyo University Graduate Schools through individual admission qualification screening as having academic ability equal to or higher than that of persons who have a master's degree or a professional degree

3. Application eligibility for persons with foreign nationality

- Persons with a status of residence of “Temporary Visitor” under the Immigration Control and Refugee Recognition Act may not take the February and March entrance examinations in the case of April admission, or the August entrance examination in the case of Fall admission.

4. Preliminary Screening

For persons who are willing to apply for the Master’s Program or Doctoral Program and who don’t fall under any of the application eligibility below, but who have a background related to the research field (work experience, research history or academic background), please read “Preliminary Screening of Application Eligibility” on p.7 carefully and complete the procedure by the due date.

[Application Eligibility]
Master's Program・・・Application eligibility (1) – (6)
Doctoral Program・・・Application eligibility (1) – (4)

*Persons who meet the application eligibility above are not required for preliminary screening of application eligibility. Please refer to “Application Procedures” on p.8 and file the application.
*Since three-year universities (vocational colleges) do not confer a degree equivalent to a bachelor's degree, persons who do not have a background related to the research field (work experience, research history or academic background) will not be allowed to apply for the preliminary screening of application eligibility.

Preliminary Screening of Application Eligibility

Note Applicants for the Master's Program who have a bachelor's degree and applicants for the Doctoral Program who have a master's degree are not required for the preliminary screening of application eligibility. Applicants who do not have a bachelor's degree and do not have a background related to the research field for at least one year at the time of admission after graduating from a three-year university cannot apply for the preliminary screening of application eligibility.

1. What is preliminary screening?

This is a system by which persons to whom application eligibility noted below applies must undergo the preliminary screening of application eligibility in advance when filing an application for the Toyo University Graduate Schools Entrance Examination. Only those who have passed the preliminary screening of application eligibility will be able to apply for the Graduate Schools Entrance Examination.

Master's Program・・・Application eligibility (1) – (6)
Doctoral Program・・・Application eligibility (1) – (4)

} persons who do not fall under any of the application eligibility on the left, but who have a background related to the research field (work experience, research history or academic background)

2. Submission due date and submission method for the preliminary screening documents

[Submission due date]

Months in which desired examination are held	Submission due date
August 2021	Friday, May 21, 2021
November 2021	Friday, September 17, 2021
February 2022	Friday, November 12, 2021
March 2022	Friday, January 28, 2022

[Submission method]

- Prepare a commercially available Kaku No. 2 envelope and send a set of the following preliminary screening documents without folding by registered express postal mail (These documents must be sent postmarked on or before the due date).
- Please write "Preliminary Screening Documents Enclosed" in red on the front of the envelope.
- Applications will not be received other than by postal mail.
- All the preliminary screening documents listed below must be submitted by post. If you fail to submit all necessary documents, your application will not be reviewed.

3. Preliminary screening documents to be submitted

(1) [Designated form] Application Form for Preliminary Screening of Application Eligibility
(2) [Designated form] Personal History Form
(3) Certificate of Graduation issued by the last university attended (a photocopy acceptable)
(4) Academic Transcript issued by the last university attended (a photocopy acceptable)
(If you transferred from another university, please submit the transcript issued by that former university in addition to the transcript by the last university attended.)
(5) Certificate proving degree obtained if applicable (a photocopy acceptable)

*(1) and (2) are designated form.

- Please download the documents from our university website (https://www.toyo.ac.jp/academics/gs/prospective/ad-index-e/), print, fill out, and submit the documents.
As preparing the documents for submission requires time, please complete the forms and gather certificates within an appropriate time.

*For the certificates (3) – (5), please submit them in Japanese or English.

- If written in languages other than Japanese or English, please attach 1) and 2) below (original).
  1) A Japanese or English translation
  2) Verification of 1) (It must be issued by a public institution such as an embassy of the applicant's home country/graduation country or a Japanese language school/translation agency. A certifier's name and official seal must be affixed on the verification.)

***Documents and certificates submitted for the preliminary screening will not be returned.**

4. Where to make inquiries and send the preliminary screening documents

Graduate Schools of Letters, Business Administration, Economics, Global and Regional Studies, International Tourism Management
→ Toyo University Education Affairs Section for Graduate Schools
Address: 5-28-20 Hakusan, Bunkyo-ku, Tokyo, 112-8606 / Email: mldaig-ad@toyo.jp / TEL: 03-3945-7251
Office hours: Mon – Fri: 10:00 – 13:00, 14:00 – 16:00, Sat: 10:00 – 12:30

【Reference】Information data of preliminary screening of application eligibility (AY 2020)

Number of applicants	Number of eligible applicants	Number of successful applicants
42	27	4

Application Procedures

When filing the application, all procedures of online (web) entry, mailing of application documents, and transfer of application fee are required. To file the application, you need to create your "マイページ/My page" on our university website. In addition, online (web) entry assumes the use of an Internet environment. In principle, the mailing of application documents and transfer of the application fee (a convenience store, Pay-easy, Internet banking or credit card) are procedures possible only from within Japan. Applicants living overseas are requested to perform the procedures through a representative in Japan.

1. Application Documents

As application documents differ by your desired course and examination category, please confirm these on the "List of Application Documents" on pp.24-25. For the designated forms, download from the link below.
(https://www.toyo.ac.jp/academics/gs/prospective/ad-index-e/)

(1) **Application Form ①, ② and ③ *③ is for persons with foreign nationality only.**

- Log in to "マイページ/My page," enter required information, and then print out the application forms ①, ② and ③. Please pay the application fee after carefully reading the "Application Fee" item on pp.9-10.
- If applicable, for names, etc., use Kanji characters with the range of the JIS level-1 and 2 set. (Example: 髙→高, 﨑→崎, etc.)

[Photograph]
- Affix two same ID photos in the prescribed locations on application forms ① and ②.
- Use glossy color photos of the upper body (from shoulders up) taken from the front without a hat or background (any clothing acceptable) and taken within three months from the date of submission, with a size of 4cm high by 3cm wide. (Edited photo, non-glossy [matte] finishes, black and white photos, and snapshots are NOT accepted.)
- Persons who will wear eyeglasses, etc. when sitting for the examination are requested to provide photos wearing the glasses, etc.
- On the reverse side, please write the reference number printed on the application forms and your name (not necessary if the reverse side is adhesive)
- <u>After admission, the photo will be used until completion of the graduate school as a student ID photo.</u>

(2) **Personal History Form** (Designated form)

(3) **Questionnaire Form** (Designated form)

(4) **Research Plan** (Designated form)
Please prepare a research plan within two pages, unless otherwise specified.
Depending on the Course, the form may be set separately. Please confirm these on the "List of Application Documents" on pp. 24-25.

(5) **Pre-Essay (Pre-assignment)** (Designated form)
Only for the applicants for the Course of International Culture and Communication Studies (all categories) and the applicants for the Course of Public-Private Partnership (Only for the General Category and International Student Category) are required to submit this form.

(6) **Various Certificates** (Original certificates with up-to-date content)

< For applicants who have graduated (expected to graduate) from university or completed (expected to complete) graduate school in Japan >

[For applicants of Master's Program]
- Academic transcript and certificate of (expected) graduation from the last university undergraduate faculty attended
- If you have completed (or expected to complete) graduate school, please submit an academic transcript and a certificate of (expected) completion from the graduate school attended.

[For applicants of Doctoral Program]
- Academic transcript and certificate of (expected) completion from the last graduate school attended

- Persons whose family name has changed are asked to submit an Extract of Family Register or other certificate showing the confirmation of the family name change.
- If advancing to a graduate school from an undergraduate faculty of Toyo University (excluding correspondence courses and Toyo University Junior College) or if advancing to a Doctoral Program from a Master's Program of Toyo University, the admission fee will be waived. As documentation certifying that fact, please submit a certificate of (expected) graduation or a certificate of (expected) completion from Toyo University, even if this is not the last academic institution.

< For applicants who have graduated (expected to graduate) from university or completed (expected to complete) graduate school in countries other than Japan >

[For applicants of Master's Program]
- Academic transcript, certificate of (expected) graduation and certificate of bachelor's degree from the last university undergraduate faculty attended
- If you have completed (or expected to complete) graduate school, please submit an academic transcript, certificate of

(expected) completion and certificate of master's degree from the graduate school attended.

[For applicants of Doctoral Program]

- Academic transcript, certificate of (expected) completion and certificate of master's degree from the last graduate school attended

*You don't need to submit a certificate of academic degree if you expect to graduate from university or complete graduate school.

‣Please submit the necessary certificate (original certificate) in Japanese or English.

If the necessary certificate is written in languages other than Japanese or English, please attach 1) and 2) below (original certificate) together with the necessary certificate (original certificate).

1) A Japanese or English translation
2) Verification of 1) (It must be issued by a public institution such as an embassy of the applicant's home country/graduation country or a Japanese language school/translation agency. A certifier's name and official seal must be affixed on the verification.)

‣If you have graduated from university or completed graduate school in China, you may submit certificates listed below.

[Academic Transcript]

Verification Report of China Higher Education Student's Academic Transcript in English (original certificate) issued by China Higher-education Information and Student Information (CHSI)*

[Certificate of Graduation/Certificate of Completion]

Verification Report of China Higher Education Student's Qualification Certificate in English (original certificate) issued by China Higher-education Information and Student Information (CHSI)*

*Please note that printouts of PDF files are not considered as original certificates. You need to submit verification report(s) issued by 中国政府指定学歴･学籍認証センター日本代理機構 (the proxy service agent of CHSI in Japan.) In addition, CHSI does not certify a certificate of degree.

‣If you transferred from another university, please submit not only an academic transcript and a certificate of (expected) graduation from the last university attended, but also an academic transcript and a document attesting to the period of enrollment at that university before transfer (not required if the academic transcript indicates the period of enrollment).

‣If original certificate(s) cannot be submitted, please receive a statement from the institution of the country such as embassy etc., or notary office within China in the case of a Chinese university, stating that the copies of each certificate and translation do not differ from the original certificate(s), and submit the statement.

(7) **[For persons with foreign nationality only] A photocopy of both sides of the Residence Card or an original Certificate of Residence**

- A certificate must indicate the status of residence and the period of stay valid until the examination date.
- If you submit a photocopy of your Residence Card, please confirm that all the information on both sides is properly copied.
- A Certificate of Residence must be issued by the municipality of your residence within three months from the examination date (original certificate). Please do not include your "My Number."

*Please note that if you are currently renewing your Residence Card, you need to submit documents to verify your application number, date of receipt, and applicant's name at the Immigration Services Bureau Agency to prove that you are renewing. Please submit the "申請受付票/application receipt form issued by the Immigration Services Bureau Agency (a photocopy)" or the "documents showing that the Japanese language school has applied for proxy (a photocopy acceptable)".

(8) **Master's Thesis, Graduation Thesis, Thesis Abstract, etc.**

As items to be submitted differ by your desired course and program, please confirm these on the "List of Application Documents" on pp. 24-25. These items will not be returned.

(9) **Application Document Checklist**

Please use the Application Document Checklist to confirm that all the application documents (1) – (8) are properly prepared. Arrange all the required documents in order from (1) and place this checklist (9) on top of them in the envelope at the time of mailing.

[Considerations in Sitting for the Examination]

Persons who wish for special considerations in sitting for the entrance examination for reasons of sickness, injury, disability, etc. (including sitting for the examination using hearing aids, crutches, wheelchairs, etc. that are routinely used) are asked to consult the Education Affairs Section for Graduate Schools prior to the application procedures, for reasons of preparation of the examination venues and other considerations of the content of requests.

2. Application Fee

Application fee･･････35,000 yen

*Period for transferring the fee: Please confirm the application period and transfer the fee within that period.

(1) After registering the required information online, please pay the application fee during the application period at a convenience store (7-Eleven, LAWSON, FamilyMart, MINISTOP, Daily YAMAZAKI, or Seicomart), pay through a Pay-easy ATM at a nationwide Japan Post Bank or a bank in Japan, or pay by credit card.
(2) When paying the application fee, the transaction fees will also be required separately.
(3) The application fee cannot be paid at a reception window of financial institutions.
(4) When a family member or acquaintance performs the procedures as a proxy, make certain that information about the applicant is entered.
(5) Payment at a convenience store is possible at any time during business hours, even on weekends and holidays. However, please note that application through the online application site on the final day of the application period will be until 23:00 (JST).
(6) Even if payment of the application fee has been completed during the application period, the entrance examination may not be taken if the postmark on the envelope for the application documents is past the final day of the application period.
(7) Please be certain to keep certificates of payment of the application fee (receipts, etc.) by yourself. There is no need to send a certificate of payment or copy of the receipt.
(8) Once paid, the application fee cannot be refunded under any circumstances. However, in a situation where one of the following conditions 1) or 2) applies, the application fee can be refunded. If you wish to receive a refund, please perform the necessary procedure by the designated due date.
1) If you paid admission fee, but did not mail application forms,
2) In the case you paid admission fee and mailed application forms, but your application was not accepted because of the incomplete application documents.
For details, please refer to the following: https://www.toyo.ac.jp/academics/gs/prospective/ad/hakusan/henkan/
*Please note that the site for refund of application fee is available only in Japanese. If you need assistance for this matter, please send an email to the Education Affairs Section for Graduate Schools. (mldaig-ad@toyo.jp)

3. Application Method

- Regarding the steps of the application procedures, carefully read the "東洋大学大学院 2021/2022 年度インターネット出願ガイダンス/Toyo University Graduate School Academic Year 2021/2022 Online Application Guidance" page at the following URL. (http://exam.nyushi.toyo.ac.jp/guide/toyo-gs/)
  *Since the online application site is available only in Japanese, please find someone to help you or consult the Education Affairs Section for Graduate Schools. (mldaig-ad@toyo.jp)
- Send a set of the application documents to Toyo University by registered express postal mail (These documents must be sent postmarked on or before the due date).
- Applications will not be received other than by postal mail.
- Prepare a commercially available Kaku No. 2 envelope which you can put application documents (A4 size) without folding and firmly affix the prescribed address label on the front of the envelope. *Please do not use "Letter Pack" because the prescribed address label cannot be affixed.
- Before sealing the envelope, use the Application Document Checklist to confirm that all the required documents are included.
- Mail the documents after paying the application fee. If the application documents have been mailed but the application fee has not been paid, or if the application fee has been paid but the postmark on the envelope for the application documents is past the final day of the application period, the entrance examination may not be taken.

4. Important Reminders Concerning the Application

- The application documents and the application fee cannot be returned.
- Once you complete the application, you cannot change the desired graduate school or course (including the concentration for courses where the concentration is clearly indicated), examination subjects (electives), and other items.
- You are not allowed to sit for the entrance examination if not all the required application documents are submitted.
- For persons who make a false statement in the application documents, the admission may be cancelled retroactively even after admission.

5. Sending of the Examinee's Slip

- Examinee's slips will be sent after all applicants' application documents have been screened.
- Examinee's slips will be sent only to destinations within Japan.
- Please contact the following if the examinee's slip does not arrive by two days before the examination date.

Toyo University Education Affairs Section for Graduate Schools

Email: mldaig-ad@toyo.jp
TEL: 03-3945-7251
Office hours: Mon – Fri: 10:00 – 13:00, 14:00 – 16:00, Sat: 10:00 – 12:30

Important Reminders Related to Sitting for the Examination

(1) The examination venue is Hakusan Campus (5-28-20 Hakusan, Bunkyo-ku, Tokyo) (no examination held at Otemachi Satellite).
(2) Examination classrooms and other information on the examination venue will be displayed on standing signboards, bulletin boards, etc. inside the school grounds on the examination day. Please arrive early at the examination venue to check these.
(3) Be sure to bring the examinee's slip. The examinee's slip must be presented before the start of the examination. Persons accompanying examinees may not enter the examination buildings.
(4) Persons who have lost the examinee's slip are requested to come early to the examination venue on the examination day to receive a temporary examinee's slip. Confirm the location for issuing the temporary examinee's slip with the guide staff near the examination classrooms on the examination day.
(5) In the examination classroom, please confirm that the examinee number on the sticker on the desk is the same as the examinee number on the examinee's slip, and take your seat. (Sitting in a seat with a different number from your examinee number may invalidate your examination, so be sure to check the examination number.)
(6) Please take your seat in the examination classroom 30 minutes before the start of the examination.
Important reminders related to sitting for the examination will be explained.
Example: If the written examination time is from 10:00, the gathering time in the examination classroom is 9:30.
(7) The examination time varies with desired course and examination category. Please confirm this on the examination schedule beginning on p.16.
(8) Persons arriving after the examination starting time will be allowed to sit for the examination only if their arrival at the examination classroom is within 20 minutes of the examination start.
(9) As there is no parking lot at the examination venue, arrival by car, motorbike, etc. is not allowed.
(10) Please follow all instructions by the proctors in the examination classroom. Any actions that would disturb other examinees are forbidden in examination venue and examination classrooms. Examinees who do not follow instruction will be expelled from the room for improper behavior.
(11) Prepare dictionaries by yourself for foreign language examination subjects that allow the use of dictionaries.
However, only dictionaries in book form may be used. No electronic or other dictionaries are allowed.
In addition, dictionaries of specialized vocabulary may not be used.
(12) Starting times for interviews may be changed depending on the number of applicants. In this case, the change will be noted in writing on the examinee's slip.
(13) Please prepare lunch for yourself as necessary on the examination day.
(14) There are no clocks inside the examination classrooms. Please bring a watch (with watch functions only) by yourself. Mobile phones, smartphones, wearable devices, IC recorders, and other types of electronic devices may not be used in place of watches. Toyo University will not lend watches.
(15) Writing materials cannot be rented. Please be sure to bring them with you when you take a written examination.
(16) The use of a mobile phone in examination venue and in an interview waiting room is prohibited. Please switch off your devices before entering the building.

In the Event of Transportation Disruptions on the Examination Day

(1) On the examination day, proceed to the examination venue even in the event of transportation disruptions due to the approaching typhoon, snow, or other inclement weather, or due to accident, earthquake, etc. Be aware that Toyo University will not conduct a makeup examination/retest.
(2) The examination starting time may be delayed only if Toyo University determines that large numbers of examinees will miss the examination starting time due to disruptions in major means of public transportation (excluding bus and car) heading to the examination venue.
However, Toyo University will bear no responsibility for accompanying inconvenience, expense, or other personal loss borne by examinees.
For details, see our university website (https://www.toyo.ac.jp/academics/gs/), which will be updated with details of measures as they are determined.

Important Reminders Concerning Infectious Diseases for which Suspension of Attendance is Stipulated by the School Health and Safety Act

In the event that the spread of infectious diseases (e.g. influenza, etc.) for which suspension of attendance is stipulated by the School Health and Safety Act has been confirmed, specific measures may be taken with respect to the conducting of entrance examinations, taking into consideration the response of related administrative organs, etc. In addition, in the event that the presence of examinees with untreated infectious diseases has been confirmed, specific measures may be taken with respect to the conducting of entrance examinations, taking into consideration the response of related administrative organs, etc.
In the event that measures are taken with respect to the conducting of examinations, Toyo University will bear no responsibility for accompanying inconvenience, expense, or other personal loss borne by examinees. For details, see our university website (https://www.toyo.ac.jp/academics/gs/), which will be updated with details of measures as they are determined.

Requests to All Examinees

(1) Please prepare a mask by yourself as needed to prevent infection by infectious diseases (e.g. influenza, etc.) at the examination venue.
(2) Persons who are coughing or sneezing are requested to wear a mask and observe etiquette for coughing, etc., taking care to prevent infecting surrounding persons.

Important Reminders during the Examination

1. Handling of the examinee's slip and other personal belongings

(1) Place the examinee's slip on top of your desk.
(2) In addition to the examinee's slip, items that can be placed on your desk during the examination are black pencils, mechanical pencils, plastic erasers, pencil sharpeners (Electric sharpeners, large-sized sharpeners, and knives are not allowed), a watch (with watch function only), eyeglasses, and permitted dictionaries. Put away drinks and food into your bag, etc.
(3) Plastic sheets, abacuses, calculators, graph paper, rulers, and other tools may not be used.
(4) Before entering the examination room, turn off the alarm setting on any watch that has alarm functions.
(5) Before entering the examination room, turn off the alarm settings on any PCs, mobile phones, smartphones, wearable terminals, IC recorders, and other types of electronic devices, switch off the devices, and place them in your bag, etc. Having these devices in your hand or on your person during the examination may be deemed improper behavior. Take note that alarms may sound if alarm settings are not turned off, even if the devices are shut off. If the ringtone, silent-mode vibration, or other sound on a mobile phone, smartphone, wristwatch computer device, etc. inside a bag, etc. sounds during the examination, the proctor may take the bag, etc. out of the classroom without the owner's consent, and store it in the examination headquarters until the end of the examination.
(6) Earplugs may not be used as they may shut out the instructions of the proctors.
(7) Please do not wear clothing, etc. on which English letters, maps, sayings, etc. are printed in the examination classroom. Persons wearing such items may be asked to remove them.
(8) Persons wishing to use handkerchiefs, tissue paper, seat cushions, lap blankets, or eye drops are requested to notify the proctors and gain permission first.

2. Notes concerning answering questions

Sitting for examinations other than designated subjects, etc. is not allowed. In addition, persons who fail to sit for all required subjects, interviews, etc. of the examination category for which application was filed will be disqualified.

3. Leaving the room during the examination

Leaving the room during the examination is not allowed until the examination is finished. In the case of illness, unavoidable restroom use, etc. during the examination, please raise your hand quietly and follow the instructions of the proctors.
However, even if temporarily leaving the room is permitted, corresponding extension of the examination time is not allowed.

4. Instructions by proctors during the examination

Please follow the instructions of the proctors during the examination. Failure to do so may be deemed improper behavior, be disqualified, and leading to expulsion from the room. In this event, Toyo University will not respond to claims for refund of the application fee.

5. Improper behavior

The following actions may constitute improper behavior. Persons engaging in improper behavior will be disqualified and will no longer be able to sit for the examination.
Subjects for which the person already sat for the examination will also be deemed invalid. In this event, Toyo University will not respond to claims for refund of the application fee.
(1) Cheating (looking at cheat sheets, reference books, dictionaries not allowed, or the answer sheets of other examinees; receiving answers from other persons; etc.)
(2) Solving answers with the use of plastic sheets, abacuses, calculators, graph paper, rulers, and other tools for which use is prohibited
(3) Opening the question booklet and beginning to answer questions before instructions to begin the examination
(4) Holding writing utensils or erasers and continuing to answer questions, without following instructions to end the examination
(5) Engaging in actions that are advantageous to other examinees during the examination, such as telling others the content of questions or their answers
(6) Wearing a mobile phone, smartphone, wearable device, etc. during the examination
(7) Allowing a mobile phone, smartphone, wearable device, etc. to sound (ring tone, alarm, vibration, etc.) during the examination
(8) Any actions that would disturb other examinees in examination venues
(9) Failure to follow the instructions of the proctors, etc. in the examination venue
(10) Engaging in other actions that would damage the fairness of the examinations

6. Other important reminders

(1) During the examination, proctors will check the faces of examinees. Persons wearing a mask or hat may be instructed to remove these temporarily for purposes of confirming identity.
(2) No remedies will be taken with respect to everyday noises, etc. during the examination (footsteps of proctors; discussions necessary for the work of proctoring; sounds of aircraft, car, wind, rain, or air conditioning; coughing, sneezing, or sniffling by surrounding examinees; short notification sounds from mobile phones, watches, etc.; chimes from nearby buildings, etc.).
(3) No consideration will be made for the differences in examination room furnishings/environment (desks, chairs, air-conditioning, etc.).

Announcement of Application Results / Admission Procedure

1. Announcement of Application Results

(1) Application results can be confirmed at "合否結果/Application Results" on "マイページ/My page" on our university website from 11:00 (JST) on the announcement date of application results.
(2) "合格通知書/A notification of acceptance" can be downloaded from "マイページ/My page" and can be printed out if required.
*"合格通知書/A notification of acceptance" will not be mailed.
(3) No inquiries will be received regarding acceptance or non-acceptance. No announcement will be made on bulletin boards.

2. Admission Procedures

Successful applicants are requested to perform the following procedures according to the "Admission Procedure Guide (PDF)" in "マイページ/My page" by the designated due date for admission procedures.
1) Please pay the tuition and fees.
2) Please perform the online admission procedures.

If the above procedures 1) and 2) are not completed by the due date for admission procedures, the applicant will be deemed unwilling to enroll. No admission procedures will be accepted after the due date. See the "Admission Procedure Guide" for details.
(1) See p.14 for a breakdown of tuition and fees.
(2) Paid admission fees and submitted documents will not be returned.
(3) If you wish to get a Toyo University Educational Loan, please refer to p.26. Please note that to get a Toyo University Education Loan the contractor must be living in Japan.

For the information about the admission procedures, please refer to the following:
https://www.toyo.ac.jp/en/academics/gs/prospective/tetuduki/

Status of Residence

International students who are accepted for admission to Toyo University can apply for a status of residence of "Student." Please note that foreign nationals who fail to acquire a valid status of residence by the designated date, may not be admitted to Toyo University. Also note that a status of residence of "Temporary Visitor" does not permit you to enroll at Toyo University.
For details, please refer to the following:
https://www.toyo.ac.jp/en/academics/gs/prospective/zairyu-shikaku/

Preliminary Procedure for Professional and Practical Training Benefit

The following Course is designated as professional and practical training benefit system by the Ministry of Health, Labour and Health.
• Graduate School of Economics, Course of Public-Private Partnership (Master's Program)

Regarding "professional and practical training benefit," before admission, you are required to apply for the benefit at Hello Work at least one month before the start date of the course (For students admitted in Fall…by the end of August of the year of admission, for students admitted in April…by the end of February of the year of admission).
If you apply for the Couse of Public-Private Partnership, the Graduate School of Economics (Master's Program) and wish to apply for this benefit, please complete this application at the same time as the application procedure.

For details, please refer to the following website of the Ministry of Health, Labour and Welfare.
https://www.mhlw.go.jp/stf/seisakunitsuite/bunya/koyou_roudou/jinzaikaihatsu/kyouiku.html (available only in Japanese)
For confirmation of the amount of payment, etc., please refer to the following website of our university.
https://www.toyo.ac.jp/academics/gs/students/gs-index1/senmonzissenkyoikukunren/ (available only in Japanese)

Tuition and Fees

The following amounts are scheduled and subject to change.

(Scheduled, AY2022) (Unit: Yen)

Graduate School and Course	Program	University you have graduated	Academic fees			Total
			Admission fee*	Tuition	Facility fee	
Course of International Culture and Communication Studies, Graduate School of Letters Course of Business Administration and Marketing, Graduate School of Business Administration Course of Global Innovation Studies, Course of Regional Development Studies, Graduate School of Global and Regional Studies Course of International Tourism Management, Graduate School of International Tourism Management	Master's Program	Toyo University*	—	450,000	90,000	540,000
		Other universities	270,000	450,000	90,000	810,000
	Doctoral Program	Toyo University*	—	450,000	70,000	520,000
		Other universities	270,000	450,000	70,000	790,000
Course of Public-Private Partnership, Graduate School of Economics	Master's Program	Toyo University*	—	600,000	300,000	900,000
		Other universities	270,000	600,000	300,000	1,170,000

* If advancing to a graduate school from an undergraduate faculty of Toyo University (excluding correspondence courses and Toyo University Junior College), the admission fee will be waived.
* If advancing to a Doctoral Program from a Master's program of Toyo University, the admission fee will be waived.

1. The admission fee is only required in the first academic year.
2. Students can choose to pay the entire amount when enrolling or pay their tuition, facility fee and lab fee in two installments per year.
3. Any paid admission fee and submitted documents will not be returned.
4. See details of the tuition and fees, etc. for the long-term study plan system on our university website (available only in Japanese.) Please note that students who have a status of residence of “Student” cannot apply for this system.

Declining Admission and the Refund of Tuition and Fees after the Admission Procedures

If you wish to decline admission due to unavoidable reasons and submit a notification following the designated procedure by the due date after completing the admission procedures, your decline will be accepted by the University and the tuition and fees excluding the admission fee will be refunded.
See the “Admission Procedure Guide” for details.

Students for Fall Admission 2021
Submission due date: Tuesday, September 14, 2021
Scheduled refund time: Late October, 2021

Students for April Admission 2022
Submission due date: Thursday, March 31, 2022
Scheduled refund time: Late April, 2022

Inquiries: Finance Section, Budget and Finance Office / Email. mlgakuhi@toyo.jp

Examination Category Table

This table shows where the examination category for each course is written.
The shaded cells with a line drawn through them indicate that entrance examinations are not offered for that examination category.
Mature students and international students can also take the entrance examination under the General Category.

<table>
<tr><th rowspan="2">Graduate School</th><th rowspan="2">Course</th><th colspan="5">Master's Program</th><th colspan="5">Doctoral Program</th></tr>
<tr><th>General</th><th>Mature Student</th><th>Int'l Student</th><th>JICA/ Regional Revital -ization *1</th><th>Internal Recommen -dation</th><th>General</th><th>Mature Student</th><th>Int'l Student</th><th>JICA *1</th><th>Internal Recommen -dation</th></tr>
<tr><td>Letters</td><td>International Culture and Communication Studies</td><td colspan="3">p.16</td><td>–</td><td rowspan="6">*2</td><td colspan="5">–</td></tr>
<tr><td>Business Administration</td><td>Business Administration and Marketing</td><td colspan="3">p.17 *3</td><td>–</td><td colspan="5">–</td></tr>
<tr><td>Economics</td><td>Public-Private Partnership</td><td colspan="4">p.18</td><td colspan="5">–</td></tr>
<tr><td rowspan="2">Global and Regional Studies</td><td>Global Innovation Studies</td><td colspan="3">p.19</td><td>–</td><td colspan="5">–</td></tr>
<tr><td>Regional Development Studies</td><td colspan="4">p.20</td><td colspan="4">p.21</td><td rowspan="2">*2</td></tr>
<tr><td>International Tourism Management</td><td>International Tourism Management</td><td colspan="4">p.22</td><td colspan="4">p.23</td></tr>
</table>

*1. Entrance Examinations for the JICA Volunteer Category will be given for the Master's Program and the Doctoral Program of the Course of Regional Development Studies, the Graduate School of Global and Regional Studies, and the Master's Program of the Course of International Tourism Management, the Graduate School of International Tourism Management only.
Entrance Examinations for the Regional Revitalization Category will be given only for the Course of Public-Private Partnership, the Graduate School of Economics.
*2. Application guidelines for Entrance Examinations for the Internal Recommendation Category are based on other application guidelines. See details on our university website or campus bulletin boards.
*3. In the November examination, a written examination and an interview will be conducted in Japanese only.

◆Graduate School of Letters◆

Course of International Culture and Communication Studies

Preselection is the declaration of a subject at the time of application. Please make a selection when applying online.
Preselection subjects that you can select differ by your desired academic supervisor. See our university website for details.

—— Master's Program ——

*Pre-assignment and desired qualifications are applicable to all categories of Master's Program.

Pre-assignment	Pre-assignment on a separately attached sheet must be submitted together with the application documents
Desired qualifications	Applicants who have any of the following test certificates should submit as a proof of their foreign language ability. (a photocopy acceptable) 【English】 *Only scores of English proficiency tests taken within two years from the application start day are considered as valid. ・TOEFL Internet-based Test (iBT, *Including Home Edition) ・TOEIC Listening & Reading Test ・IELTS Academic Module (Scores of the General Training Module will not be accepted.) 【German】 ・German Diploma in Japan ・Goethe Zertifikat (GZ) ・TestDaF ・ÖSD 【French】 ・Practical French Proficiency Test ・DELF, DALF, TCF 【Japanese】 ・Japanese Language Proficiency Test administered under joint organization of the Japan Foundation and the Japan Educational Exchanges and Services

[General Category]

Examination schedule (August, February examinations)	10：00 – 11：30		13：00 –
	Preselection	English (Dictionaries NOT allowed) German (Dictionaries allowed) French (Dictionaries allowed) Japanese Language Education (Dictionaries NOT allowed) Japanese Culture (Dictionaries NOT allowed) (Choose one subject)	Interview

[Mature Student Category]

Application eligibility	Persons who are eligible to apply for the Master's Program as defined by Toyo University at the time of application AND who graduated from a four-year university/college or equivalent educational institution two or more years before the expected time of admission		
Examination schedule (August, February examinations)	10：00 – 11：30		13：00 –
	Preselection	English (Dictionaries NOT allowed) German (Dictionaries allowed) French (Dictionaries allowed) Japanese Language Education (Dictionaries NOT allowed) Japanese Culture (Dictionaries NOT allowed) (Choose one subject)	Interview

[International Student Category]

Application eligibility	Persons of foreign nationality who are eligible to apply for the Master's Program as defined by Toyo University at the time of application		
Examination schedule (August, February examinations)	10：00 – 11：30		13：00 –
	Preselection	English (Dictionaries NOT allowed) German (Dictionaries allowed) French (Dictionaries allowed) Japanese Language Education (Dictionaries NOT allowed) Japanese Culture (Dictionaries NOT allowed) (Choose one subject)	Interview

◆Graduate School of Business Administration◆

Course of Business Administration and Marketing

Preselection **is the declaration of a subject at the time of application. Please make a selection when applying online.**

—— Master's Program ——

[General Category]

<table>
<tr><td>Application eligibility</td><td colspan="3">Persons who can submit either proof (a photocopy acceptable) stipulated by Toyo University of the following:
【English】
*Only scores of English proficiency tests taken within two years from the application start day are considered as valid.
(1) TOEFL Internet-based Test (iBT, *Including Home Edition) 60 or over or the revised TOEFL Paper-delivered Test 50 or over
*Scores of TOEFL-ITP will not be accepted.
(2) TOEIC Listening & Reading Test or IP Test 600 or over
(3) IELTS Academic Module 5.0 or over
*Scores of the General Training Module will not be accepted.</td></tr>
<tr><td rowspan="3">Examination schedule
(August, November, February examinations)</td><td colspan="2">10：00 – 11：30</td><td>14：30 –</td></tr>
<tr><td rowspan="2">Preselection
*1</td><td><Field of Business Administration>
Business Administration (Japanese)
Business Administration (English)</td><td rowspan="2">Interview
(Japanese or English)</td></tr>
<tr><td><Field of Marketing>
Marketing (Japanese)
Marketing (English)</td></tr>
</table>

If you wish to receive research advising from a faculty member in the field of business administration, select “Field of Business Administration.”
If you wish to receive research advising from a faculty member in the field of marketing, select “Field of Marketing.”
*1. Be sure to take an examination in the language (Japanese or English) that you selected for your master’s thesis at the time of application. In the November examination, a written examination and an interview will be conducted in Japanese only.

[Mature Student Category]

<table>
<tr><td>Application eligibility</td><td colspan="3">Persons who are eligible to apply for the Master’s Program as defined by Toyo University at the time of application AND who graduated from a four-year university/college five or more years before the expected time of admission</td></tr>
<tr><td rowspan="3">Examination schedule
(August, November, February examinations)</td><td colspan="2">10：00 – 11：30</td><td>13：00 –</td></tr>
<tr><td rowspan="2">Preselection
*1</td><td><Field of Business Administration>
Business Administration (Japanese)
Business Administration (English)</td><td rowspan="2">Interview
(Japanese or English)</td></tr>
<tr><td><Field of Marketing>
Marketing (Japanese)
Marketing (English)</td></tr>
</table>

If you wish to receive research advising from a faculty member in the field of business administration, select “Field of Business Administration.”
If you wish to receive research advising from a faculty member in the field of marketing, select “Field of Marketing.”
*1. Be sure to take an examination in the language (Japanese or English) that you selected for your master’s thesis at the time of application. In the November examination, a written examination and an interview will be conducted in Japanese only.

[International Student Category]

<table>
<tr><td>Application eligibility</td><td colspan="3">Persons of foreign nationality who are eligible to apply for the Master’s Program defined by Toyo University at the time of the examination date AND who can submit either proof (a photocopy acceptable) stipulated by Toyo University of the following:
(1) Proof of Japanese Language Proficiency (Japanese-Language Proficiency Test (JLPT) N1 or level 1 – the older version of the test)
N1 level or old Level 1 on the Japanese-Language Proficiency Test administered under joint organization of the Japan Foundation and the Japan Educational Exchanges and Services
(2) Proof of English Language Proficiency (IELTS or TOEFL)
*Only scores of English proficiency tests taken within two years from the application start day are considered as valid.
1) IELTS Academic Module
*Scores of the General Training Module will not be accepted.
2) TOEFL Internet-based Test (iBT, *Including Home Edition) or the revised TOEFL Paper-delivered Test
*Scores of TOEFL-ITP will not be accepted.</td></tr>
<tr><td rowspan="3">Examination schedule
(August, November, February examinations)</td><td colspan="2">10：00 – 11：30</td><td>13：00 –</td></tr>
<tr><td rowspan="2">Preselection
*1</td><td><Field of Business Administration>*2
Business Administration (Japanese)
Business Administration (English)</td><td rowspan="2">Interview
(Japanese or English)</td></tr>
<tr><td><Field of Marketing>*2
Marketing (Japanese)
Marketing (English)</td></tr>
</table>

If you wish to receive research advising from a faculty member in the field of business administration, select “Field of Business Administration.”
If you wish to receive research advising from a faculty member in the field of marketing, select “Field of Marketing.”
*1. Be sure to take an examination in the language (Japanese or English) that you selected for your master’s thesis at the time of application. If you take an examination in English, be sure to submit a proof of your English language proficiency. In the November examination, a written examination and an interview will be conducted in Japanese only.
*2. In a written examination, the applicants who have submitted a proof of Japanese language proficiency must select an examination in Japanese, and the applicants who have submitted a proof of English language proficiency must select an examination in English.

◆Graduate School of Economics◆

Course of Public-Private Partnership

- **August examination is for admission in Fall 2021 and April 2022.**
- **The entrance examination will be conducted online. Except for the Overseas Remote Entrance Examination, you will need to be in Japan to log in to the entrance examination system. For other necessary matters, please refer to the Course website (http://www.pppschool.jp).**
- **This Course is not a correspondence course. You need to commute to school partially.**

—— Master's Program ——

[General Category]

Examination schedule (August, November, March examinations)	10：00 –
	Oral examination and interview on pre-assignment (Japanese or English) (conducted online)
Pre-assignment (Common to August, November, March examinations)	Applicants must submit a pre-assignment (current affairs related to public and private partnership) that is attached separately, together with their application documents.

[Mature Student Category]

*For an entrance examination through a remote system that enables applicants overseas to take an entrance examination there, please refer to the note regarding persons who wish to sit for entrance examinations remotely overseas ("Overseas Remote Entrance Examination") at the bottom of this page.

Application eligibility	Persons who are eligible to apply for the Master's Program as defined by Toyo University AND have a total of one or more years of work experience with a company, government office, or the like at the time of application
Examination schedule (August, November, March examinations)	10：00 –
	Interview (Japanese or English) (conducted online)

[International Student Category]

Application eligibility	Persons of foreign nationality who are eligible to apply for the Master's Program as defined by Toyo University at the time of application
Examination schedule (August, November, March examinations)	10：00 –
	Oral examination and interview on pre-assignment (Japanese or English) (conducted online)
Pre-assignment (Common to August, November, March examinations)	Applicants must submit a pre-assignment (current affairs related to public and private partnership) that is attached separately, together with their application documents.

[Regional Revitalization Category]

Application eligibility	Persons who satisfy either A or B of the following: A: Cooperation with Regional Revitalization College Category *Persons who satisfy both the following conditions: (1) A total of one or more years of work experience with a company, government office, or the like at the time of application (2) Having passed any of the eight subjects (more than 60% of total marks) or any of the four subjects with outstanding achievements (more than 80% of total marks) in the subjects offered as 東洋大学シティ・マネジメント基礎力育成プログラム(Toyo University City Management Basic Ability Development Program) by the time of application period B: Municipality Cooperation Category A total of one or more years of work experience with municipalities that have signed agreements on public-private partnerships, etc. with Toyo University OR local municipalities that have carried out prescribed cooperation with organizations recognized as actively promoting public-private partnerships specified separately at the time of application
Examination schedule (August, November, March examinations)	10：00 –
	Interview (Japanese or English) (conducted online)

The entrance examination in the Cooperation with Regional Revitalization College Category is conducted in cooperation with the regional revitalization college project based on the Japanese Government's plan for developing human resources for regional revitalization.
10 persons who are in the Cooperation with Regional Revitalization College Category will be given preference to apply for this course, out of a total admission capacity of 30 persons from the Course of Public-Private Partnership.
Please refer to the website of the Course of Public-Private Partnership (available only in Japanese) for the municipalities that are subject to the entrance examination for the Municipality Cooperation Category.

○ Persons who wish to sit for entrance examinations remotely overseas ("Overseas Remote Entrance Examination")
Persons who wish to sit for the examination under the Mature Student Category and to whom the below apply, or persons equivalent thereto, may sit for the entrance examination using a remote system overseas.

1) Application eligibility

1) Persons who have a total of one or more years of work experience with a company, government office, or the like at the time of application (application eligibility for the Mature Student Category)
2) Persons who, at the time of the entrance examination (Japan standard date and time), are residing or staying outside of Japan for the purpose of performing work involving public-private partnership
3) Persons who, while overseas, have a representative in Japan who can perform procedures for application, and other procedures related to enrollment such as entrance and attendance, in place of the person
4) Persons who have consulted with and received assent from the Course Chair prior to application
5) Persons who are able to commute to school partially (the Course is not a correspondence course)

2) Examination method

1) The online remote education system used in the course will be used.
2) See the course website (http://www.pppschool.jp) for details of system usage.
3) The examinee is responsible for preparing the usage environment and, inquiring to Toyo University in advance, is to test the system connection together with the University.

◆Graduate School of Global and Regional Studies◆

Course of Global Innovation Studies

- **In this Course, classes and research advising are conducted in English. Also, students are required to write their master's thesis in English.**
- **August examination is for admission in Fall 2021 and April 2022.**

—— Master's Program ——

Application eligibility

Persons who are eligible to apply for the Master's Program as defined by Toyo University AND who fulfill all the following criteria:

(1) Persons who can submit either proof (a photocopy acceptable) stipulated by Toyo University of the following:

Proof of English Language Proficiency (IELTS or TOEFL)
*Only scores of English proficiency tests taken within two years from the application start day are considered as valid.

1) IELTS (International English Language Testing System) Academic Module
*Scores of the General Training Module will not be accepted.
2) TOEFL (Test of English as a Foreign Language) Internet-based Test (iBT, *Including Home Edition) or the revised TOEFL Paper-delivered Test
*Scores of TOEFL-ITP will not be accepted.

Only if applicants from countries whose official language(s) is English, or applicants who have English proficiency equivalent to the persons whose official language is English, have not taken English proficiency tests and cannot submit the above-designated proof, they are allowed to submit an *English-Language Ability Certificate* (designated form) in place of the above-designated proof. If you meet these conditions, download the form from our university website, have this filled out, have it certified by a public organization (the embassy, etc.) or your university, and submit it.
(If you have received and completed four-year undergraduate education in English in Australia, Canada, Ireland, New Zealand, Singapore, the UK, or the United States, the fact should be stated on your *English-Language Ability Certificate.* The title of the person filling it out does not matter.)

(2) Persons who can submit a research plan in the following format:
1) Use the designated form.
2) Use of English is desirable, but use of Japanese is also accepted.
3) There are no limitations on the number of sheets (letters/characters), but the first page must have an "Abstract of the Research Plan," followed by "Details" on the second and subsequent pages.

[General Category]

Application eligibility	Persons who can satisfy the above application eligibility
Examination schedule (August, November, February examinations)	10：00 –
	Interview (conducted in English, in principle)

[Mature Student Category]

Application eligibility	Persons who have graduated from a four-year university/college at the time of application AND can satisfy the above designated application eligibility
Examination schedule (August, November, February examinations)	10：00 –
	Interview (conducted in English, in principle)

[International Student Category]

Application eligibility	Persons of foreign nationality who can satisfy the above designated application eligibility
Examination schedule (August, November, February examinations)	10：00 –
	Interview (conducted in English, in principle)

Course of Regional Development Studies

Preselection is the declaration of a subject at the time of application. Please make a selection when applying online.
- **August examination is for admission in Fall 2021 and April 2022.**

Application eligibility **Only applicants for the General Category or the International Student Category**

Persons who are eligible to apply for the Master's Program or the Doctoral Program defined by Toyo University AND who can submit either proof (a photocopy acceptable) stipulated by Toyo University of the following:

(1) For applicants who select Essay (English)
Proof of English Language Proficiency (IELTS or TOEFL)
*Only scores of English proficiency tests taken within two years from the application start day are considered as valid.
1) IELTS (International English Language Testing System) Academic Module
*Scores of the General Training Module will not be accepted.
2) TOEFL (Test of English as a Foreign Language) Internet-based Test (iBT, *Including Home Edition) or the revised TOEFL Paper-delivered Test
*Scores of TOEFL-ITP (program for groups) will not be accepted.

(2) For applicants who select Essay (Japanese)
In addition to the tests (1) above, the following tests are also accepted.
- TOEIC Listening & Reading Test, TOEIC IP, and TOEIC IP (online)
- EIKEN Test

If you take an entrance examination under the International Student Category and select Essay (Japanese), you are also required to submit the following proof.
○Proof of Japanese Language Proficiency (Japanese-Language Proficiency Test (JLPT) N1 or Level 1 - the older version of the test)
***If an applicant is not able to submit a proof of Japanese language proficiency, please take an entrance examination under the General Category.**
N1 level or old Level 1 on the Japanese-Language Proficiency Test administered by The Japan Foundation, Japan Educational Exchanges and Services, and Non-profit Incorporated Foundation International Exchange Association

—— Master's Program ——

[General Category]

Application eligibility	Persons who can satisfy the above application eligibility		
Examination schedule (August, February examinations)	10：00 – 11：30		13：00 –
	Preselection	Essay (English), Essay (Japanese)	Interview (English or Japanese)

[Mature Student Category]

Application eligibility	Eligible persons must satisfy all of the following conditions (1) to (3). (1) Persons who are eligible to apply for the Master's Program as defined by Toyo University at the time of application (2) Persons who have a total of one or more years of work experience relating to their research plan with a company, organization, government office, or the like at the time of application (3) Persons who graduated from a four-year university/college two or more years before the expected time of admission		
Examination schedule (August, February examinations)	10：00 – 11：30		13：00 –
	Preselection	Essay (English), Essay (Japanese)	Interview (English or Japanese)

[International Student Category]

Application eligibility	Persons of foreign nationality who are eligible to apply for the Master's Program as defined by Toyo University AND who can satisfy the above application eligibility		
Examination schedule (August, February examinations)	10：00 – 11：30		13：00 –
	Preselection	Essay (English), Essay (Japanese)	Interview (English or Japanese)

[JICA Volunteer Category *Excluding short-term dispatch]

Application eligibility	Persons who are eligible to apply for the Master's Program as defined by Toyo University AND who fulfill the following three criteria: (1) Persons who, at the time of application, have undergone and passed recruitment screening for JICA's overseas cooperation volunteers (Japan Overseas Cooperation Volunteers; Senior Volunteers; Youth Volunteers for Nikkei Communities; Senior Volunteers for Nikkei Communities *Excluding short-term dispatch) (2) Persons who, while overseas, have a representative in Japan who can perform procedures related to entrance, attendance, and enrollment in place of the person (3) Persons who have received the assent of the accepting faculty members
Examination schedule (August, February examinations)	10：00 –
	Interview (English or Japanese)

*Please inquire at the Education Affairs Section for Graduate Schools before applying for the JICA Volunteer Category.
Successful applicants for the Master's Program of JICA Volunteer Category are eligible for the long-term study plan system. See our university website for details.
*In the case of an interview at the site of dispatch, a connection test will be performed in advance. After dispatch, contact the accepting faculty members and the Education Affairs Section for Graduate Schools. (Email: mldaig@toyo.jp)

—— Doctoral Program ——

[General Category]

Application eligibility	Persons who can satisfy the application eligibility on p.20		
Examination schedule (August, February examinations)	10：00 – 11：30		13：00 –
	Preselection	Essay (English), Essay (Japanese)	Interview (English or Japanese)

[Mature Student Category]

Application eligibility	Eligible persons must satisfy all of the following conditions (1) to (3). (1) Persons who are eligible to apply for the Doctoral Program as defined by Toyo University at the time of application (2) Persons who have a total of one or more years of work experience relating to their research plan with a company, organization, government office, or the like at the time of application (3) Persons who completed a two-year Master's Program two or more years before the expected time of admission		
Examination schedule (August, February examinations)	10：00 – 11：30		13：00 –
	Preselection	Essay (English), Essay (Japanese)	Interview (English or Japanese)

[International Student Category]

Application eligibility	Persons of foreign nationality who are eligible to apply for the Doctoral Program as defined by Toyo University AND who can satisfy the application eligibility on p.20		
Examination schedule (August, February examinations)	10：00 – 11：30		13：00 –
	Preselection	Essay (English), Essay (Japanese)	Interview (English or Japanese)

[JICA Volunteer Category *Excluding short-term dispatch]

Application eligibility	Persons who are eligible to apply for the Doctoral Program as defined by Toyo University AND who fulfill the following three criteria: (1) Persons who, at the time of application, have undergone and passed recruitment screening for JICA's overseas cooperation volunteers (Japan Overseas Cooperation Volunteers; Senior Volunteers; Youth Volunteers for Nikkei Communities; Senior Volunteers for Nikkei Communities *Excluding short-term dispatch) (2) Persons who, while overseas, have a representative in Japan who can perform procedures related to entrance, attendance, and enrollment in place of the person (3) Persons who have received the assent of the accepting faculty members
Examination schedule (August, February examinations)	10：00 –
	Interview (English or Japanese)

*Please inquire at the Education Affairs Section for Graduate Schools before applying for the JICA Volunteer Category.
*In the case of an interview at the site of dispatch, a connection test will be performed in advance. After dispatch, contact the accepting faculty members and the Education Affairs Section for Graduate Schools. (Email: mldaig@toyo.jp)

◆Graduate School of International Tourism Management◆

Course of International Tourism Management

Preselection is the declaration of a subject at the time of application. Please make a selection when applying online.
・ August examination is for admission in Fall 2021 and April 2022.

—— Master's Program ——

[General Category]

Examination schedule (August, February examinations)	10：00 – 11：30	13：00 – 14：00		14：30 –
	Essay (English or Japanese)	**Preselec -tion**	English or Japanese* (Dictionaries NOT allowed)	Interview

* "Japanese" may be selected by persons with foreign nationality only. Please make a selection when applying online. Japanese students must select "English."

[Mature Student Category]

Application eligibility	Persons who are eligible to apply for the Master's Program as defined by Toyo University at the time of application, who graduated from a four-year university/college one or more years before the expected time of admission, AND have a total of one or more years of work experience as a full-time employee of a company, government office including self-employed persons, or the like	
Examination schedule (August, February examinations)	10：00 – 11：30	13：00 –
	Essay (English or Japanese)	Interview

[International Student Category]

Application eligibility	Persons of foreign nationality who are eligible to apply for the Master's Program as defined by Toyo University at the time of application			
Examination schedule (August, February examinations)	10：00 – 11：30	13：00 – 14：00		14：30 –
	Essay (English or Japanese)	**Preselec -tion**	English or Japanese (Dictionaries NOT allowed)	Interview

[JICA Volunteer Category *Excluding short-term dispatch]

Application eligibility	Persons who are eligible to apply for the Master's Program as defined by Toyo University AND who fulfill the following three criteria: (1) Persons who, at the time of application, have undergone and passed recruitment screening for JICA's overseas cooperation volunteers (Japan Overseas Cooperation Volunteers; Senior Volunteers; Youth Volunteers for Nikkei Communities; Senior Volunteers for Nikkei Communities *Excluding short-term dispatch) (2) Persons who, while overseas, have a representative in Japan who can perform procedures related to entrance, attendance, and enrollment in place of the persons (3) Persons who have received the assent of the accepting faculty members
Examination schedule (August, February examinations)	10：00 –
	Interview

*Please inquire at the Education Affairs Section for Graduate Schools before applying for the JICA Volunteer Category.
Successful applicants for the JICA Volunteer Category are eligible for the long-term study plan system. See our university website for details.
*In the case of an interview at the site of dispatch, a connection test will be performed in advance. After dispatch, contact the accepting faculty members and the Education Affairs Section for Graduate Schools. (Email: mldaig@toyo.jp)

—— Doctoral Program ——

[General Category]

Examination schedule (August, February examinations)	10：00 – 11：30	13：00 – 14：00	14：30 –
	Essay (English or Japanese)	English (Dictionaries allowed)	Interview

[Mature Student Category]

Application eligibility	Persons who are eligible to apply for the Doctoral Program as defined by Toyo University at the time of application AND have a total of one or more years of work experience as a full-time employee of a company, government office including self-employed persons, or the like		
Examination schedule (August, February examinations)	10：00 – 11：30	13：00 – 14：00	13：00 –
	Essay (English or Japanese)	English (Dictionaries allowed)	Interview

[International Student Category]

Application eligibility	Persons of foreign nationality who are eligible to apply for the Doctoral Program as defined by Toyo University at the time of application			
Examination schedule (August, February examinations)	10：00 – 11：30	13：00 – 14：00		14：30 –
	Essay (English or Japanese)	**Preselec -tion**	English or Japanese (Dictionaries NOT allowed)	Interview

List of Application Documents (Master's Program)

Course / Examination category	Documents to be submitted	Application Form ①, ②	**[For persons with foreign nationality]** Application Form ③	Personal History Form (Designated form)	Questionnaire Form (Designated form)	Research Plan (Designated form)	Pre-Essay (Pre-assignment) (Designated form)	Research Plan designated by the Course (No designated form)	Certificate of (Expected) Graduation/ Academic Transcript (Attach Extract of Family Register in the case of family name change)	**[For persons with foreign nationality]** A photocopy of both sides of the Residence Card or an original Certificate of Residence *Your status of residence and period of stay should be noted	Thesis Abstract / Master's Thesis / Graduation Thesis / Others
International Culture and Communication Studies	General/ Mature Student/ Int'l Student	○	○	○	○	○	○		○	○	
Business Administration and Marketing	General	○	○	○	○	○			○	○	Please submit a proof of language proficiency designated by the Course (a photocopy acceptable) (See p.17).
	Mature Student	○	○	○	○	○		○*1	○	○	*1 Please submit an essay about the topic under which you wish to pursue research in the Graduate School of Business Administration (approx. 3 pages), and write a report about your practical experience (approx. 1 page), both of which should be written in horizontal writing on A4-size paper. No hand-written essay and report in principle. Write in the language in which you are planning to use for your master's thesis. In addition, please submit a research plan designated by Toyo University.
	Int'l Student	○	○	○	○	○*2			○	○	・Please submit 1 copy of your abstract of the graduation thesis (approx. 2 pages), or submit reviews of the book in your area of specialization in the case that you haven't written a graduation thesis (approx. 2 pages), both of which should be written in horizontal writing on A4-size paper. No hand-written thesis abstract and review in principle. Write in the language in which you are planning to use for your master's thesis. ・Please submit a proof of language proficiency designated by the Course (a photocopy acceptable) (See p.17). *2 It must be written in a language used for your master's thesis.
Public-Private Partnership	Mature Student/ Regional Revitalization	○	○	○	○	○			○	○	Of the Entrance Examination for the Regional Revitalization Category, applicants for the Entrance Examination in the Cooperation with Regional Revitalization College Category are requested to submit a certificate of completion for 東洋大学シティ・マネジメント基礎力育成プログラム (Toyo University City Management Basic Ability Development Program).
	General/ Int'l Student	○	○	○	○	○	○		○	○	Be sure to submit a pre-essay (pre-assignment) on a separately attached sheet, together with application documents.
Global Innovation Studies	General/ Mature Student/ Int'l Student	○	○	○	○	○			○	○	Please submit a proof of English language proficiency designated by the Course (a photocopy acceptable) or "*English - Language Ability Certificate*" designated by Toyo University Graduate Schools (See p.19).

List of Application Documents (Master's Program)

Course / Examination category	Documents to be submitted	Application Form ①, ②	**[For persons with foreign nationality]** Application Form ③	Personal History Form (Designated form)	Questionnaire Form (Designated form)	Research Plan (Designated form)	Pre-Essay (Pre-assignment) (Designated form)	Research Plan designated by the Course (No designated form)	Certificate of (Expected) Graduation/ Academic Transcript (Attach Extract of Family Register in the case of family name change)	**[For persons with foreign nationality]** A photocopy of both sides of the Residence Card or an original Certificate of Residence *Your status of residence and period of stay should be noted	Thesis Abstract / Master's Thesis / Graduation Thesis / Others
Regional Development Studies	General/ Mature Student/ Int'l Student/ JICA Volunteer	○	○	○	○	○			○	○	・Applicants for the JICA Volunteer Category are requested to submit a copy of the notification of passing the secondary screening. ・Applicants for the General Category and the International Student Category are requested to submit a proof of English language proficiency (See p.20). In addition, applicants for the International Student Category who select Essay (Japanese) are requested to submit a proof of Japanese language proficiency (See p.20) (a photocopy acceptable).
International Tourism Management	General/ Mature Student/ Int'l Student/ JICA Volunteer	○	○	○	○	○			○	○	Applicants for the JICA Volunteer Category are requested to submit a copy of the notification of passing the secondary screening.

List of Application Documents (Doctoral Program)

Course / Examination category	Documents to be submitted	Application Form ①, ②	**[For persons with foreign nationality]** Application Form ③	Personal History Form (Designated form)	Questionnaire Form (Designated form)	Research Plan (Designated form)	Certificate of (Expected) Completion/ Academic Transcript (Attach Extract of Family Register in the case of family name change)	**[For persons with foreign nationality]** A photocopy of both sides of the Residence Card or an original Certificate of Residence *Your status of residence and period of stay should be noted	Summary of Thesis / Master's Thesis / Thesis Abstract / Others
Regional Development Studies	General/ Mature Student/ Int'l Student/ JICA Volunteer	○	○	○	○	○	○	○	・Please submit 1 copy of your master's thesis and 1 copy of your thesis abstract (to be typed in principle, using horizontal writing of about 4,000 Japanese characters or about 2,000 English words on A4-size paper). In the case that you haven't written a master's thesis, please submit equivalent research achievements. Please use Japanese or English for the thesis abstract and research achievements. ・Applicants for the JICA Volunteer Category are requested to submit a copy of the notification of passing the secondary screening. ・Applicants for the General Category and the International Student Category are requested to submit a proof of English language proficiency (See p.20). In addition, applicants for the International Student Category who select Essay (Japanese) are requested to submit a proof of Japanese language proficiency (See p.20) (a photocopy acceptable).
International Tourism Management	General/ Mature Student/ Int'l Student/ JICA Volunteer	○	○	○	○	○	○	○	Please submit 1 copy of your master's thesis and 1 copy of your thesis abstract (to be typed in principle, using horizontal writing of about 4,000 Japanese characters or about 2,000 English words on A4-size paper). In the case that you haven't written a master's thesis, please submit equivalent research achievements. Please use Japanese or English for the thesis abstract and research achievements.

Toyo University Educational Loan

Toyo University has established the Toyo University Educational Loan program in collaboration with financial institutions, for persons planning to enroll. The program allows users to receive unsecured, low-interest loans from designated financial institutions, for tuition and fees at the time of admission. It aims to reduce the economic burden on students who have the will to study at Toyo University but for whom admission is difficult due to economic reasons.
Persons who are certain of enrolling in Toyo University are eligible for the Education Loan program. As the Toyo University Educational Loan program consists of a bank loan, please prepare a reliable repayment plan when applying.

Overview of the Toyo University Educational Loan

Eligible persons (qualifications)	Guardians, etc. (in principle, parents) of the person planning to enroll in the University Persons able to receive the guarantee of a credit guarantee company designated by the bank (in principle, a guarantor is unnecessary) Enrollment in group credit life insurance differs by bank.
Use of funds	Tuition and fees to be paid to Toyo University (academic fees, etc.); other uses (differs by bank)
Amount of loan	Up to 3 million yen or up to 5 million yen (differs by bank)
Interest rate	Rate applied to new loans A variable interest rate based on the long-term loan interest rate linked to the short-term prime rate set by each bank Reference: Interest rate as of March, 2021: 2.224% – 4.475%
Security	Unsecured
Loan period	Six months or more, up to 14 years (differs by bank)
Repayment method	Equal monthly payments with interest; combined bonus repayment possible
Procedures	Persons wishing to use the Toyo University Educational Loan program are requested to directly apply through a guardian, etc. at cooperating banks main offices or branch offices. (At least 1 – 2 weeks will be required from application to loan execution)
Required documents	1. Certificate of Seal Impression (within one month of issue) 2. Certificate of Residence (listing all members of household; within one month of issue) 3. Certificate of Income Salary earners: Notification of Decision of Resident Tax Self-employed persons: Certificate of Tax Payment 4. Health Insurance Card (copy) 5. Application Result and transfer form for admission procedures The above are the basic required documents. Inquire at your bank regarding further details.
Remarks	Please make a provisional application for the loan at cooperating bank main offices or branch offices, indicating that you are applying for the Toyo University Educational Loan, and bearing the Toyo University examinee's slip, the Application Guidelines for Entrance Examinations, and the above required documents. (At least 1 – 2 weeks will be required from application to loan execution, differing by bank. Confirm details with the cooperating bank before applying, to ensure meeting the admission procedures deadline.)
	The loan for tuition and fees will be executed on the basis of the application result and transfer form for admission procedures, following the completion of provisional application procedures.
	Inquire at your cooperating bank for other details.
	Cooperating banks Mizuho Bank — Sumitomo Mitsui Banking Corporation The Bank of Mitsubishi UFJ — Rakuten Bank Ltd. Contact information Mizuho Bank — Komagome Branch — TEL. 03-3941-6161 Sumitomo Mitsui Banking Corporation — Hakusan Branch — TEL. 03-3828-5151 The Bank of Mitsubishi UFJ — Ikebukuro Branch — TEL. 03-3984-2131 Rakuten Bank Ltd. — Toll-free number for education loan — TEL. 0120-61-6910 *For Rakuten Bank Ltd, you need the affiliated school code and application code below at the time of application. Affiliated school code: TYU00074 / Application code: 1001

Results of Entrance Examination

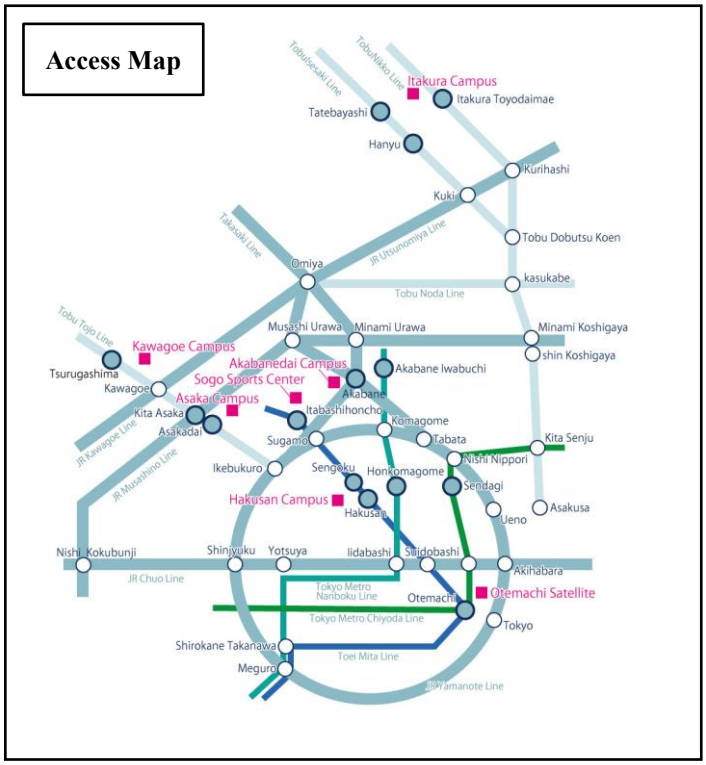
Fall Admission 2020

Graduate School	Course	Admission capacity			Form of class	Specialized teacher's certificate as of AY 2021	Results of entrance examinations			
		Doctoral Program		Master's Program			Master's Program		Doctoral Program	
		Master's	Doctoral				Examinees	Successful examinees	Examinees	Successful examinees
Economics	Public-Private Partnership	—	—	30	Evening	—	6	6		
Global and Regional Studies	Global Innovation Studies	–	–	10	Day and Evening		0	0		
	Regional Development Studies	15	5	—			16	13	2	2
International Tourism Management	International Tourism Management	15	3	—			7	3	0	0

April Admission 2021

Graduate School	Course	Admission capacity			Form of class	Specialized teacher's certificate as of AY 2021	Results of entrance examinations			
		Doctoral Program		Master's Program			Master's Program		Doctoral Program	
		Master's	Doctoral				Examinees	Successful examinees	Examinees	Successful examinees
Letters	International Culture and Communication Studies	10	3	—	Day	○	16	8	0	0
Business Administration	Business Administration and Marketing	22	4	—	Day and Evening	—	63	13	3	2
Economics	Public-Private Partnership	—	—	30	Evening		19	19		
Global and Regional Studies	Global Innovation Studies	–	–	10	Day and Evening		5	5		
	Regional Development Studies	15	5	—			4	1	4	3
International Tourism Management	International Tourism Management	15	3	—			39	21	1	1

*There is no recruitment of new students for English Track Curriculum for the Doctoral Program of the following courses: the Course of International Culture and Communication Studies and the Course of Business Administration and Marketing.



Hakusan Campus

- 10-minute ride from JR Sugamo Station on the bus bound for Asakusa Kaminarimon; get off at Toyo-daigakumae
- 5-minute walk from Hakusan Station on the Toei Mita Line
- 7-minute walk from Sengoku Station on the Toei Mita Line
- 5-minute walk from Honkomagome Station on the Tokyo Metro Namboku Line
- 15-minute walk from Sendagi Station on the Tokyo Metro Chiyoda Line

Inquiries about Entrance Examinations

Education Affairs Section for Graduate Schools
Email: mldaig-ad@toyo.jp
TEL: 03-3945-7251
URL: https://www.toyo.ac.jp/en/academics/gs/prospective/