

INTERNATIONAL CHRISTIAN UNIVERSITY
COLLEGE OF LIBERAL ARTS

UNIVERSAL ADMISSIONS:
ENGLISH LANGUAGE BASED ADMISSIONS
(APRIL/SEPTEMBER ENTRY)
2021

Due to the impact of COVID-19 (coronavirus), our admissions schedules and/or procedures may change. Please kindly note that it will be announced on our website (<https://www.icu.ac.jp/en/admissions/undergraduate/>) if any changes are made.



國際基督教大學
INTERNATIONAL CHRISTIAN UNIVERSITY

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ADMISSIONS

ADMISSIONS POLICY

Founded on the principles of the Universal Declaration of Human Rights, International Christian University aims to cultivate “responsible global citizens” who will contribute to world peace and help people from diverse backgrounds live together harmoniously. ICU has been a pioneer in liberal arts education in Japan since its founding in 1953 and, as its name suggests, its international, Christian, and academic missions have been central to its vision of liberal arts. In order to pursue this vision and to meet the challenges posed by the rapidly changing global society we live in, ICU seeks students not only from Japan but from all over the world who possess the following qualities:

- Intellectual curiosity and creativity that transcend disciplinary boundaries
- Sound judgment based on the powers of logical, critical thinking
- Global communication skills necessary for dialogue with people from different cultural and linguistic backgrounds
- Self-motivated individuals who identify, solve, and engage real world problems

Our goal is to admit, irrespective of nationality, students who have studied a wide range of subjects and who possess the core competencies to integrate basic knowledge and foreign language skills to actively engage in a liberal arts education. ICU offers a variety of admissions procedures for applicants who seek to change both themselves and the world.

UNIVERSAL ADMISSIONS

Through our “Universal Admissions” procedures, ICU seeks applicants who have diverse educational and language backgrounds. ICU does not require successful applicants to be proficient in both Japanese and English at the time of admission. Our Universal Admissions procedures give students educated outside the Japanese education system the flexibility to select an application method that is most appropriate for them.

Universal Admissions Procedure Conducted in English

-English Language Based Admissions (April/September Entry)

Applicants in the English Language Based Admissions Procedure undergo a documentary screening process in English, which requires the submission of standardized test scores, such as SAT, ACT, or IB. Admission decisions are made holistically, based on standardized test scores, academic transcript, application essays, and letters of recommendation. The goal of this admissions is to identify students who are able to perform at a superior level in a liberal arts environment.

Applicants who apply to ICU through the English Language Based Admissions Procedure must be proficient in the English language at the time of application. In other words, they must be prepared to take college level courses taught in English. Students who enter ICU through the English Language Based Admissions Procedure must complete the Japanese Language Programs (JLP) as part of their graduation requirements at ICU.

JLP track students taking the Special Japanese Program including those exempted from this program must complete at least 18 credits of courses taught in Japanese (excluding JLP courses). JLP track students taking the Japanese as a Foreign Language Program including those exempted from this program must complete at least 9 credits of courses taught in Japanese (excluding JLP courses).

Universal Admissions Procedures Conducted in Japanese

-April Admissions for Returnees
-EJU Based Admissions (April/September Entry)
(<https://www.icu.ac.jp/admissions/undergraduate/exam/>)

Applicants who choose either of these two admissions procedures must be proficient in the Japanese language at the time of application. In other words they must be prepared to take college-level courses taught in Japanese. Students who enter ICU through these two admission procedures must complete the English for Liberal Arts Program (ELA) as part of their graduation requirements at ICU.

APPLICATION AND ADMISSION PROCEDURES

THE NUMBER OF STUDENTS TO BE ADMITTED

Approximately 120 Students (Regular and Transfer) are accepted through the Universal Admissions procedures every year. These procedures include English Language Based Admissions (April/September Entry) as well as April Admissions for Returnees, EJU Based Admissions (April/September Entry). When applying through the English Language Based Admissions, an applicant will apply as one of the following four types of students.

APPLICATION STATUS AND QUALIFICATIONS

1. Regular Students (matriculating as first-year-students seeking a bachelor's degree)

Must meet one of the following criteria at the time of enrollment to ICU:

- (1) Completed 12 years of formal education in Japanese schools accredited by the Ministry of Education, Culture, Sports, Science and Technology.
- (2) Completed 12 years or more of formal education outside of Japan.
- (3) Have International Baccalaureate Full Diploma, French Baccalauréat, Abitur, or GCE Advanced Level.
- (4) Graduated from an officially accredited international/foreign school in Japan.
- (5) Passed an examination demonstrating academic ability equivalent to 12 years of formal education, such as the GED (General Educational Development) test or the Upper Secondary School Equivalency Examination, and is at least 18 years of age.
- (6) Completed 11 years or more of formal education where the high school curriculum is based on the system of Uzbekistan, Sudan, Belarus, Peru, Russia, or Myanmar. The applicant needs to contact the Admissions Center (admissions-center@icu.ac.jp) in advance as specific conditions are required.

2. Transfer Students (matriculating as second-year students seeking a bachelor's degree)

Must meet one of the criteria listed above for Regular Students and also meet one of the following criteria at the time of enrollment to ICU:

- (1) Completed at least one year of a bachelor's degree program as a degree-seeking student.
- (2) Completed an associate's degree at an institution of higher education (university/college).

Note: Regular and Transfer Students are not allowed to simultaneously register at other institutions while studying at ICU. If transferring from other institutions, students must officially withdraw or graduate from their previous institution at the time of enrollment to ICU.

3. One-Year-Regular Students (studying for 1 academic year)

Must meet both of the following criteria at the time of enrollment to ICU:

- (1) Completed at least one year of higher education (university/college) outside of Japan
- (2) During the previous two years, the applicant must have attended formal education outside of Japan

Note: Applicants who already have or expect to have a bachelor's degree at the time of enrollment to ICU are not eligible to be admitted as One-Year-Regular Students. They should apply for *Kenkyusei* (Special Student) status.

4. Kenkyusei (Special Students) (studying for one academic year)

Those who wish to pursue research in a specific field may apply as a *Kenkyusei*.

Must meet the following criterion at the time of enrollment to ICU:

- Completed a bachelor's degree, i.e. 16 years or more of formal education

Notes:

- Admission with *Kenkyusei* status may be granted only when education and research at the College are not adversely affected as a result.
- *Kenkyusei* may attend classes, but course work does not count toward a degree.
- ICU will provide transcripts of the completed coursework to other institutions upon the student's request.
- If a *Kenkyusei* wishes to become a Regular/Transfer Student, the *Kenkyusei* must submit an application and follow the same screening process as other Regular/Transfer Student applicants. If admitted, the coursework completed as a *Kenkyusei* will not be applied towards ICU's residency requirement.
- *Kenkyusei* are not allowed to live in the dormitory, receive school commuter pass, or Student Discount Certificates for JR (*Gakuwari*)

Those who wish to attend specific courses may apply as an Auditor. Applicants interested in becoming auditors need to contact the Educational Affairs Office. (ea-group@icu.ac.jp, 0422-33-3054 (from abroad, +81-422-33-3054))

Auditors (On a class-by-class basis)

Must meet the following criterion at the time of enrollment to ICU:

Graduated from high school and was admitted to an accredited university or college.

Notes:

- Admission with Auditor status may be granted only when education and research at the College are not adversely affected as a result.
- Auditors are not eligible to obtain a student visa.
- ICU keeps no records of coursework, and an auditor cannot receive course credit.
- Auditors are not allowed to audit some courses, such as laboratory classes and Japanese language courses.
- Auditors are not allowed to live in the dormitory, receive school commuter pass, or Student Discount Certificates for JR (*Gakuwari*).

DOCUMENTARY SCREENING

The admissions process is subject to ICU admissions policies and regulations, which are based on Japanese national educational requirements.

All application documents enable the Admissions Decision Committee to screen applicants in a fair and accurate manner. The omission of any one of the required documents may adversely affect the chances of admission. In particular, official high school transcripts and certified standardized test results are necessary for the screening process.

APPLICATION SCHEDULE

JST: Japan Standard Time

	For April Entry	For September Entry
First Application Period		
Online entry	Aug.25 (Tue) 10:00 – Sep.3 (Thu), 2020 23:59 (JST)	Jan. 6 (Wed) 10:00 – Jan. 25 (Mon), 2021 23:59 (JST)
Deadline for submission of all application documents	Sep. 15 (Tue), 2020 23:59 (JST)	Feb.3 (Wed), 2021 23:59 (JST)
Notification Date	Oct. 16 (Fri), 2020 11:00 (JST)	Feb. 26 (Fri), 2021 11:00 (JST)
Deadline for Payment of Matriculation Fee	Oct. 30 (Fri), 2020*	June 1 (Tue), 2021
Second Application Period		
Online entry	Oct. 15 (Thu) 10:00 – Oct. 26 (Mon), 2020 23:59 (JST)	Feb. 12 (Fri) 10:00 – Mar. 2 (Tue), 2021 23:59 (JST)
Deadline for submission of all application documents	Nov. 4 (Wed), 2020 23:59 (JST)	Mar. 11 (Thu), 2021 23:59 (JST)
Notification Date	Nov. 30 (Mon), 2020 11:00 (JST)	Apr. 23 (Fri), 2021 11:00 (JST)
Deadline for Payment of Matriculation Fee	Feb. 4 (Thu), 2021*	June 1 (Tue), 2021

*Spring Term Tuition and Facilities Fee must also be paid at this time.

- There are two application periods for both April Entry and September Entry. Applicants may apply to any application period for either April Entry or September Entry and receive the same consideration for admission. Applicants can apply only once during one academic year.
- Both online entry and submission of required documents must be completed before the deadline for your application to be considered for screening. Online entry, including payment of application fees, must be completed by 23:59 (JST) on the last day of the online entry period.
- If you complete an online application for the First Application Period but all application documents are not submitted by the deadline, the application will be screened for the Second Application Period, provided that all documents are submitted by the Second Application Period deadline.
- Applicants taking the national examination in which the final results will not be available by the second application period deadline, such as Abitur, French Baccalauréat, etc., should nonetheless apply during the second application period.
- Applicants who apply with predicted grades of IB full Diploma, GCE A level and HKDSE can apply during either one of the two application periods even if the final grades are not available by the respective deadline.
- Applicants must wait one year to reapply to ICU regardless of the initial admission results. Therefore, applicants who apply for April 2021 entry are not allowed to reapply for September 2021 entry. Applicants who apply for September 2021 entry are not allowed to reapply for April 2022 entry.

APPLICATION FEE

30,000 yen for Regular / Transfer / One-Year-Regular students
22,000 yen for *Kenkyusei* (Special Students)

In addition to the application fee, applicants have to pay an 880 yen System Operation Charge.

Payment must be made with a credit card as a part of the online entry process. The application fee and the System Operation Charge are nonrefundable.

APPLICATION STEPS

STEP 1 Find out if you are eligible to apply

Check that you meet the application requirements as noted in "Application Status and Qualifications"(p.3). If you are not sure whether you are eligible to apply, submit an Eligibility Check Form via email (admissions-center@icu.ac.jp). The form can be downloaded at: https://www.icu.ac.jp/en/admissions/undergraduate/docs/eligibility_check_form.xls

Notes:

- If you are 23 years old or older and have a high school diploma, or if you left university more than five years before applying to ICU, you may need to submit additional documentation such as SAT with Essay or ACT Plus Writing (taken within 5 years). Submit an Eligibility Check Form to the Admissions Center.
- For additional questions, check out the following FAQ page of the Admissions website: <https://www.icu.ac.jp/en/admissions/undergraduate/faq/>

STEP 2 Prepare application documents

Prepare your application documents by following the instructions below and the pages relevant to your desired student status.

- Start arranging/obtaining documents from your school such as transcripts, recommendation letters, etc. Also, request testing institutions to send your score report directly to ICU if you take TOEFL, SAT and/or ACT.
- Convert documents (except recommendation letters) to a PDF format using a computer software or smartphone application for uploading to the online application system.
- Read carefully the **Online Application Manual** as well. <https://www.icu.ac.jp/en/admissions/undergraduate/engdoc/forms/>

Notes:

- All documents must be prepared in English. Documents in languages other than English must be accompanied with an official translation in English prepared by a school official or an official agency such as an embassy.
- Uploaded/submitted documents must be original or certified documents. If you have only the original certificate or diploma that cannot be reissued, ask your school to produce a certified copy. If you cannot obtain a certified copy, consult the Admissions Center (admissions-center@icu.ac.jp) in advance. Keep the original/certified documents with you since you will be required to send the original/certified copy to ICU if you are accepted.
- SAT, ACT and TOEFL score report must be sent directly to ICU by each testing institution. ICU will check your uploaded score report against its official score report.
- Letters of Recommendation must be enclosed in a sealed envelope and signed/stamped across the flap by a school official or recommender, and sent by postal mail to ICU.
- In case documents cannot be converted to PDF, submit the original or certified documents to ICU by postal mail.
- If your name that appears in documents such as transcripts and test scores, is different from the official name on your application form, ask your school to prepare a letter of clarification and submit it with a copy of your passport.

STEP 3 Online entry

- Access to the online application system from ICU official website.
- Complete the online application including payment during the online entry period. Refer to the Online Application Manual for details.

STEP4 Submission of application documents

- Upload required documents to the online application system by the submission deadline.
- The letters of recommendation sent by postal mail must reach ICU by the submission deadline.

Notes:

- Documents which cannot be converted to PDF nor uploaded must also be sent by post to reach ICU by the submission deadline.
- Application documents will not be returned.

Using express registered mail or courier delivery (FedEx, DHL, etc.) is strongly recommended.

English Language Based Admissions
(April/September Entry)
Admissions Center
International Christian University
3-10-2, Osawa, Mitaka, Tokyo 181-8585, JAPAN
Tel : +81-422-33-3700

<In Japanese>
〒181-8585 東京都三鷹市大沢3-10-2
国際基督教大学
アドミッションズ・センター
English Language Based Admissions
(April/September Entry)
Tel : 0422-33-3700

- ICU will use the online application system to notify applicants when application documents are received and checked. Please note, however, that it takes time to check all the documents and the status to be reflected. Be sure to check the online application system regularly since you will be notified via this system when there are any questions regarding the submitted documents.

STEP 5 Notification of admission decisions

Admission decisions will be sent through the online application system at 11:00 (JST) on the notification date(s).

Notes:

- Students who are admitted will be able to download the official letter of acceptance and a statement from the Finance and Accounting Office using the online application system.
- Entrance procedure documents will be sent to admitted students by registered mail to the address which you registered in the online application system. If there is a change in your address, make sure to inform ICU of a new address before the notification date via this system.
- ICU will not respond to any telephone or email inquiries concerning the results of your application.
- Admitted students who wish to enroll must pay matriculation fee by the payment deadline. Applicants for April entry must also pay spring term tuition and facilities fee at this time. Note that the matriculation fee is nonrefundable.
- Admitted students CANNOT defer enrollment to a later term or year.
- Note for applicants who do not have an educational certification by the application deadline:

You will receive detailed instructions through the online application system on the notification date concerning how to submit your educational certification. Your admission decision will be made after ICU receives the results of your educational certification. Examples of such educational certification are NCEA Level 3 with University Entrance and College Scholastic Ability Test (Korea) for applicants for April entry and Abitur and French Baccalauréat for applicants for September entry. This note doesn't apply to those who are taking SAT or ACT.

Important Notes:

If you are accepted to ICU and wish to enroll, your original official documents or certified documents, except for the IELTS, TOEFL, SAT and ACT test results, must be submitted to ICU by postal mail together with required documents for entrance procedures by the submission deadline. Therefore, you must keep the original documents you uploaded with the online application. If the documents you mail differ from the versions you uploaded with the online application, your acceptance to ICU will be revoked. If ICU does not receive the official mailed documents by the specified date, your admission will be revoked, even if you have submitted other entrance procedure documents and have paid your academic fees.

Regular Students

Application Documents

1. ICU Application Form	Online entry
2. Personal Statement	
3. Short Essay	
4. Official Transcript/Term Reports	Upload
5. School Profile	Upload
6. Educational Certification	Upload
7. Proof of English Proficiency (IELTS or TOEFL)	Upload
8. Two Letters of Recommendation	Send by post to ICU

- Uploaded/submitted documents must be original or certified documents.
- For SAT, ACT and TOEFL, the official score report must be sent from the testing institutions to ICU as well.
- If documents cannot be uploaded for some reason, send the documents by post to ICU.

If you are accepted to ICU and wish to enroll, you must submit the original official documents or certified documents to ICU, except for the IELTS, TOEFL, SAT and ACT test results. Therefore, you must keep the original documents you uploaded with the online application.

1. ICU Application Form

- Online entry must be completed in English by the applicant.
- Upload your photo (passport photo quality).
- If any changes to the completed form must be made, make corrections on the printed copy in RED and send it via online inquiry form.

2. Personal Statement—part of the online application form

State your motivation and purpose for studying at ICU in 500 to 600 words. Include the following points:

- (1) Study and career plans
- (2) How you will be able to integrate both Japanese and English in your studies
- (3) Contributions you can make to ICU

3. Short Essay—part of the online application form

Write an essay on one of the topics listed below. The essay needs a title at the beginning and must be 400 to 500 words long. Include your personal point of view on the issue and/or how the issue has affected or impacted you.

- A) Discuss a current issue of personal, local, national, or international concern and its importance to you.
- B) Describe a work of art (painting, literature, music, etc.), a historical episode, or a scientific achievement that has impressed you and explain how it has affected your outlook on life.
- C) Evaluate a significant experience, achievement, risk you have taken, or ethical dilemma you have faced and its impact on you.
- D) Any topic of your choice.

4. Official Transcript/Term Reports

- Transcript/term reports must show all course works taken and grades/evaluations received during the last three years of secondary school at minimum. This transcript should include the most recent semester grades received and the list of courses to be taken during your last semester/year in high school.
- If you are submitting your transcript before receiving the mid-year report or the final year's first semester grades, you must submit the updated transcript to ICU as soon as it is available.
- If your school prefers to send the transcript directly to ICU, ask your school to send it by registered express mail.
- If you have attended more than one secondary school, make sure information for all three years is included on the most recent transcript or submit a separate transcript of each school you attended.
- If an original document cannot be reissued (e.g. a handwritten school report), a certified copy prepared by a school official (principal or registrar) is acceptable.
- If an applicant has already been attending a university, an official university transcript may also be submitted when applying.
- If you are graduating early or have skipped a grade, submit an official document or letter issued by the school indicating this fact.

- If you have already graduated from high school, submit a certified copy of your diploma or an official letter from the school certifying the date of graduation. A transcript indicating your date of graduation is also acceptable.

5. School Profile

- Submit a school profile and transcript legend with your transcript/term reports. This information helps explain your school's grading system.
- If you have attended more than one secondary school, submit the school profile from each school you attended.
- If your school does not have a school profile, download the school profile from this link <<https://www.icu.ac.jp/en/admissions/undergraduate/engdoc/forms/>> and ask a school official to fill it out in English and sign it.

Note: The school profile is not required if your school is a Japanese high school accredited by the Ministry of Education, Culture, Sports, Science and Technology.

6. Educational Certification

Applicants are required to submit evidence of educational certification and/or national examination results, which typically certifies students' preparedness for university entrance in respective countries. Alternatively, applicants may use the SAT, ACT, etc. (see pp.13-14). The types of required educational certification vary according to the educational background of the applicant. Refer to the section "Educational Certification Requirements" (pp.13-17).

7. Proof of English Proficiency (IELTS or TOEFL)

Minimum requirements:

IELTS: 6.5

TOEFL iBT: 79 (TOEFL iBT test from a single test date)

- Upload a PDF version of your Test Report Form (IELTS) or Test Taker Score Report (TOEFL).
- Your application will not be considered if your IELTS / TOEFL score submitted by the application deadline is below the minimum required score.
- The test(s) must be taken no more than two years before the application period.
- ICU will check your uploaded score report against its official score report. If ICU cannot confirm your official score, your application will be considered incomplete.
- Contact the testing institution, not ICU, for any test-related issues including test score reporting.

For TOEFL

- In addition to uploading a PDF version of your Test Taker Score Report, you must have the ETS (Educational Testing Service) send your Official Score Report directly to ICU by the submission deadline.
- The institution code number for ICU is **0860** (select "undergraduate").
- Make sure to keep a copy of the score request order form/email.

Note that the proof of English proficiency is optional if applicants:

- Have spent both junior and senior high school years – the last continuous six school years – at an institution in which English is the language of instruction. This exception does not apply to unaccredited distance learning and home school curriculum.
- Are IB Diploma candidates and are taking or have taken IB English A ("Literature" or "Language and Literature").

8. Two Letters of Recommendation

Use the designated FORMS which can be downloaded at the following link:

<https://www.icu.ac.jp/en/admissions/undergraduate/engdoc/forms/>

- Have the letter enclosed in a sealed envelope and stamped across the flap by school officials or recommenders.
- The letters must reach ICU by the submission deadline. ICU strongly recommends that registered express mail is used for this purpose. The letter may be sent by the applicant or by the recommender.

1) One letter from your high school principal, guidance counselor, tutor or IB coordinator (FORM I)

For applicants from Japanese high schools, a letter from the homeroom teacher is acceptable.

2) One letter from an instructor in your high school who has taught you a core academic subject (e.g. English, social studies, mathematics, science, or foreign language) (FORM III)

Concerning a letter from a foreign language instructor, this language cannot be your native language or a language spoken at home.

Recommendation letters from teachers of other subjects may be submitted as supplementary information, but will not substitute for the required academic recommendation letter.

- There are two recommendation forms: “For High School Principal/Guidance Counselor” (FORM I) and “For Instructors” (FORM III). Be sure to give your recommenders the appropriate form.
- Remind your high school principal or guidance counselor to fill out the “Date of (prospective) graduation” on the recommendation form (FORM I).
- If you have attended more than one secondary school, obtain recommendation letters from the school you have graduated/are expected to graduate from.

Transfer Students

Transfer credits will be granted only after accepted students complete an interview during orientation week at ICU. It is not possible for students to know how many and which credits will be transferable before matriculation. Please refer to the following link:

<https://www.icu.ac.jp/en/admissions/undergraduate/engdoc/credittransfer/index.html>

Application Documents

1. ICU Application Form	Online entry
2. Personal Statement	
3. Short Essay	
4. Official Transcript/Term Reports	Upload
5. Educational Certification	Upload
6. Proof of English Proficiency (IELTS or TOEFL)	Upload
7. Two Letters of Recommendation	Send by post to ICU

- Uploaded/submitted documents must be original or certified documents.
- For SAT, ACT and TOEFL, the official score report must be sent from the testing institutions to ICU as well.
- If documents cannot be uploaded for some reason, send the documents by post to ICU.

If you are accepted to ICU and wish to enroll, you must submit the original official documents or certified documents to ICU, except for the IELTS, TOEFL, SAT and ACT test results. Therefore, you must keep the original documents you uploaded with the online application.

1. ICU Application Form

- Online entry must be completed in English by the applicant.
- Upload your photo (passport photo quality).
- If any changes to the completed form must be made, make corrections on the printed copy in RED and send it via online inquiry form.

2. Personal Statement—part of the online application form

State your motivation and purpose for studying at ICU in 500 to 600 words. Include the following points:

- (1) Study and career plans
- (2) Reason for transferring to ICU
- (3) How you will be able to integrate both Japanese and English in your studies
- (4) Contributions you can make to ICU

3. Short Essay—part of the online application form

Write an essay on ONE of the topics listed below. The essay needs a title at the beginning and must be 400 to 500 words long. Include your personal point of view on the issue and/or how the issue has affected or impacted you.

- A) Discuss a current issue of personal, local, national, or international concern and its importance to you.
- B) Describe a work of art (painting, literature, music, etc.), a historical episode, or a scientific achievement that has impressed you and explain how it has affected your outlook on life.
- C) Evaluate a significant experience, achievement, risk you have taken, or ethical dilemma you have faced and its impact on you.
- D) Any topic of your choice.

4. Official Transcript/Term Reports

- Transcripts from your college/university must show all course works taken and grades/evaluations received.
- Student copies WILL NOT be accepted.
- If the grading system is not explained on the transcript, submit an official document or letter issued by the university explaining its grading system.
- Applicants who have not yet completed one full year of college work at the time of application should have both their high school and college transcripts including a school profile submitted to ICU.
- If you have attended more than one university/college, submit a transcript from each institution you attended.
- Submit a transcript that includes the most recent semester grades received.

Note:

Those who will have obtained an associate's degree by the time of enrollment need to submit a certificate of (prospective) graduation.

University transcript with date of degree conferred is acceptable. Those who expect to graduate by the time of enrollment at ICU are required to submit an official letter from their university certifying the expected date of graduation.

5. Educational Certification

Applicants are required to submit evidence of educational certification and/or national examination results, which typically certifies students' preparedness for university entrance in respective countries. Alternatively, applicants may apply with the SAT/ACT etc. (see pp.13-14). The types of required educational certification vary according to the educational background of the applicant. Refer to the section "Educational Certification Requirements" (pp.13-17). If you are attending a university where the curriculum differs from that of your high school (e.g. a French high school graduate studying at an American university), please contact the Admissions Center in advance.

Note: Those who already hold a bachelor's degree, when completing 16 years or more of formal education, are exempted from submitting educational certification and/or national examination results. Those who expect to earn a bachelor's degree by the time of enrollment at ICU are also exempted from this requirement. In these cases, applicants are required to submit a certified copy of diploma (university transcript with date of degree conferred is acceptable) or an official letter from their university certifying the expected date of graduation.

6. Proof of English Proficiency (IELTS or TOEFL)

Minimum requirements:

IELTS: 6.5

TOEFL iBT: 79 (TOEFL iBT test from a single test date)

- Upload a PDF version of your Test Report Form (IELTS) or Test Taker Score Report (TOEFL).
- Your application will not be considered if your IELTS / TOEFL score submitted by the application deadline is below the minimum required score.
- The test(s) must be taken no more than two years before the application period.
- ICU will check your uploaded score report against its official score report. If ICU cannot confirm your official score, your application will be considered incomplete.
- Contact the testing institution, not ICU, for any test-related issues including test score reporting.

For TOEFL

- In addition to uploading a PDF version of your Test Taker Score Report, you must have the ETS (Educational Testing Service) send your Official Score Report directly to ICU by the submission deadline.
- The institution code number for ICU is **0860** (select "undergraduate").
- Make sure to keep a copy of the score request order form/email.

Note that the proof of English proficiency is optional if applicants:

- Have spent the last continuous six years at institutions in which English is the language of instruction. This exception does not apply to unaccredited distance learning and home school curriculum.
- Have IB Diploma and took IB English A ("Literature" or "Language and Literature").

7. Two Letters of Recommendation

Use the designated FORMS which can be downloaded at the following link:

<https://www.icu.ac.jp/en/admissions/undergraduate/engdoc/forms/>

- Have the letter enclosed in a sealed envelope and stamped across the flap by the university or recommenders.
- The letters must reach ICU by the submission deadline. ICU strongly recommends that registered express mail is used for this purpose. The letter may be sent by the applicant or by the recommender.

1) One letter from the university dean, department head, or academic advisor (FORM II)

2) One letter from an instructor in the university you are currently attending who has taught you an academic subject (FORM III)

Concerning a letter from a foreign language instructor, this language cannot be your native language or a language spoken at home.

Recommendation letters from graduate student assistants may be submitted as supplementary information, but will not substitute for the required instructor's recommendation letter.

- There are two recommendation forms: "For University Dean/Department Head/Academic Advisor" (FORM II) and "For Instructors" (FORM III). Be sure to give your recommenders the appropriate form.
- If applicants have not completed one full year of college work at the time of application, a letter from a high school guidance counselor or principal may be submitted instead of a letter from the university dean, department head, or academic advisor. Use FORM I "For High School Principal/Guidance Counselor" in this case.

EDUCATIONAL CERTIFICATION REQUIREMENTS

Educational System	Required Certificate and/or Examinations	Page
USA	SAT with Essay or ACT Plus Writing	14
International Baccalaureate	IB Full Diploma	14
Canada	Completion of Required Curriculum for University Entrance	14
UK	GCE Advanced Level & GCSE	15
France	French Baccalauréat	15
Germany	Abitur	15
Australia	Higher School Certificate or Equivalent	16
New Zealand	NCEA Level 3 with University Entrance	16
Japan	SAT with Essay, ACT Plus Writing, or GCE A level	16
Korea	College Scholastic Ability Test (CSAT)	16
Hong Kong	Hong Kong Diploma of Secondary Education (HKDSE)	17
Indonesia	Ijazah SMA (High School Diploma) incl. list of scores & Sertifikat Hasil Ujian Nasional (Certificate of National Examination Result)	17
Singapore	Singapore/Cambridge GCE O-level & A-level	17

If the country where you received your high school education is not listed in the table above, check the following website: <https://www.icu.ac.jp/en/admissions/undergraduate/engdoc/edcert/>

If the country is not listed at this website, follow the instructions provided below and/or contact the Admissions Center.

■ **Applicants may apply with one of the following three tests instead of an Educational Certification on which their school curriculum is based:**

- SAT with Essay (see p.14)
- ACT Plus Writing (see p.14)
- General Certificate of Education in Advanced Level (GCE A Level) (see p.15)

*If your school curriculum is based on the IB Full Diploma, Abitur, French Baccalauréat, or GCE Advanced Level etc. and is accredited by accrediting institutions only for these respective curricula, you have to submit the respective certificates/diploma to ICU. Otherwise, your acceptance may be cancelled.

■ **Applicants from countries that do NOT offer a national examination certificate leading to university entrance:**

Must submit the results from one of the following three tests:

- SAT with Essay (see p.14)
- ACT Plus Writing (see p.14)
- General Certificate of Education in Advanced Level (GCE A Level) (see p.15)

■ Applicants who are home-schooled or attending unaccredited schools:

Refer to our policy at "<https://www.icu.ac.jp/en/admissions/undergraduate/images/Policy%20for%20unaccredited%20schools%20and%20homeschools%282021%29.pdf>" and contact the Admissions Center (admissions-center@icu.ac.jp) in advance. You may be required to submit official test scores for SAT Subject Tests or alternative materials depending on your school curriculum and educational background.

USA SAT with Essay or ACT Plus Writing

Applicants educated in an American educational system are required to submit a score report for one of the following two tests.

SAT (Evidence-Based Reading & Writing and Mathematics) with the Essay option (<https://www.collegeboard.org/>)

- ICU's institution code number is **0860**.
- ICU looks at your highest scores across all SAT tests that ICU can confirm with your official score report.
- Previous SAT (Critical Reading, Mathematics, Writing) scores are also acceptable for the 2021 admissions.

ACT Plus Writing (<https://www.act.org>)

- ICU's institution code number is **5279**.

Important notes for both tests

- Upload a PDF version of your test score report onto ICU's online application system. Additionally, applicants are required to request the testing institution to send the score report ("College Report") directly to ICU. Keep a copy of your order invoice with the application documents as proof.
- ICU will check your uploaded score report against its official score report. If ICU cannot confirm your official score, your application will be considered incomplete.
- Contact the testing institution, not ICU, for any test-related issues, including test score reporting.
- SAT / ACT test(s) must be taken no more than five years before the application period.
- Arrange for your score report to be delivered to ICU at least one month before the submission deadline.

IB International Baccalaureate Diploma

<Applicants who will obtain IB final grades after the application submission deadline>

Request that your school issue your IB predicted grades using the form that can be downloaded from the following link (<https://www.icu.ac.jp/en/admissions/undergraduate/engdoc/forms/>) and submit it.

Admission decisions will be made based on your predicted IB grades and other application documents. However, acceptance may be conditional and in such case, your admission decision will be finalized when ICU confirms your final IB results.

Also, ask your IB coordinator or guidance counselor to have your final IB results sent to ICU electronically through the IB organization.

<Applicants who already have the IB Diploma final grades>

Arrange to have your IB final grades sent to ICU electronically through the IB organization or have your school prepare a certified copy of your IB results.

Canada Completion of Required Curriculum for University Entrance

Applicants educated in a Canadian educational system must complete the curriculum and/or examination that is required to enter a four-year university in Canada.

British Columbia	Four Grade 12 academic courses including English Studies 12 (or English 12 or English 12 First Peoples) These courses cannot include foreign language courses that teach your native language or the language spoken at home.
Ontario	Six Grade 12 4U/4M courses including English 4U
Alberta	Five Grade 12 academic courses numbered 30/31 including English Language Arts 30-1
Prince Edward Island	Five Grade 12 academic courses (611 or 621), including English 621

As for other provinces in Canada, consult with the Admissions Center about your required educational certification.

If your final results are not available at the time of application, submit to ICU all documents except the final results by the second application submission deadline. Your admission decision will be made after the final results.

U K GCE Advanced Level & GCSE

Applicants educated in a British educational system are to submit an official or certified copy of the General Certificate of Education Advanced Level (GCE A Level) and the General Certificate of Secondary Education (GCSE), indicating passes in at least five subjects, ideally one from each of the subject groups: Humanities, Social Sciences, Mathematics, Natural Sciences, and Languages. Of the five passes, two must be at the GCE A Level.

- The following documents are required:
 - a certified copy(ies) of GCSE certificate(s)
 - a certified copy(ies) of GCE Advanced Subsidiary (AS) statement of results or certificate(s) if you have AS results
 - a certified copy of GCE A Level (A2) Grades

<Applicants who will obtain GCE A Level final grades after the application submission deadline>

Request that your school issue your GCE A Level predicted grades. Admission decisions will be made based on your predicted GCE A Level grades and other application documents. However, acceptance will be conditional, and when ICU confirms your final GCE A Level results, your admission decision will be finalized. Arrange to have your school or the testing institution send your final GCE A Level results to ICU.

- Applicants originally from non-English speaking countries are recommended to take English Language in the Language subject group unless they have spent their junior and senior high school years - approximately six years - in a British school system.
- In order to fulfill the above requirement, foreign language courses cannot include language courses that teach your native language or the language spoken at home.

France French Baccalauréat

Applicants educated in a French educational system are to submit an official or certified copy of the Baccalauréat examination certificate.

If your final results are not available at the time of application, submit to ICU all documents except the final results by the second application submission deadline. Your admission decision will be made after the final results.

Germany Abitur

Applicants educated in a German educational system are to submit an official or certified copy of the Abitur certificate.

If your final results are not available at the time of application, submit to ICU all documents except the final results by the second application submission deadline. Your admission decision will be made after the final results.

Australia

Applicants educated in an Australian educational system are to submit an official or certified copy of examination results and certificates that qualify you to enter Australian universities. Note that the names of each certificate listed below may be different depending on your graduation year.

Australian Capital Territory	ACT Senior Secondary Certificate, Tertiary Entrance Statement (TES), and Australian Tertiary Admission Rank (ATAR)
New South Wales	Higher School Certificate (HSC), HSC Record of Achievement, Course reports, and Australian Tertiary Admission Rank (ATAR)
Queensland	Queensland Certificate of Education (QCE), Tertiary Entrance Statement including OP & FP or ATAR, and Senior Statement
Western Australia	Western Australian Certificate of Education (WACE), ATAR Course Report, Statement of Achievement, and Australian Tertiary Admission Rank (ATAR)
South Australia	South Australian Certificate of Education (SACE), Record of Achievement, and Tertiary Entrance Statement (TES) including Australian Tertiary Admission Rank (ATAR)
Victoria	Victorian Certificate of Education (VCE), Australian Tertiary Admission Rank (ATAR), and Statement of Results
Tasmania	Tasmanian Certificate of Education, Australian Tertiary Admission Rank (ATAR), and Qualifications Certificate
Northern Territory	Northern Territory Certificate of Education and Training (NTCET), Record of Achievement, and Australian Tertiary Admission Rank (ATAR)

If your final results are not available at the time of application, submit to ICU all documents except the final results by the second application submission deadline. Your admission decision will be made after the final results.

New Zealand NCEA Level 3 with University Entrance

Applicants educated in a New Zealand educational system are to submit an official or certified copy of the Record of Achievement and School Results Summary showing NCEA Level 3 and University Entrance.

If your final results are not available at the time of application, submit to ICU all documents except the final results by the second application submission deadline. Your admission decision will be made after the final results.

Japan SAT with Essay, ACT Plus Writing or GCE Advanced Level

Applicants educated in a Japanese educational system are to submit an official score report of SAT with Essay, ACT Plus Writing (see p.14 [USA]), or GCE Advanced Level (see p.15 [UK]).

Korea College Scholastic Ability Test (CSAT)

Applicants educated in a Korean educational system are to submit an official report of CSAT results issued in English.

If your final results are not available at the time of application, submit to ICU all documents except the final results by the second application submission deadline. Your admission decision will be made after the final results.

Hong Kong Hong Kong Diploma of Secondary Education (HKDSE)

Applicants educated in a Hong Kong educational system are to submit an official report of HKDSE results issued in English, including four Core Subjects and two Elective Subjects (in Category A).

- Those who have not taken Chinese Language will be required to submit 3 Elective Subjects.
- Mathematics Extended Part Module 1 or 2 can be used to meet the elective requirement.

<Applicants who will obtain the final results of HKDSE after the application submission deadline>

Request that your school issue your HKDSE predicted grades. Admission decisions will be made based on your predicted grades of HKDSE and other application documents. However, acceptance will be conditional, and when ICU confirms your final HKDSE results, your admission decision will be finalized. Arrange to have the testing institution send your final HKDSE result to ICU.

Indonesia Ijazah SMA (High School Diploma) including DAFTAR NILAI (a List of Scores) & Sertifikat Hasil Ujian Nasional (Certificate of National Examination Result)

Applicants educated in an Indonesian educational system are to submit an official report of Ijazah SMA (High School Diploma) including DAFTAR NILAI (a list of scores) and Sertifikat Hasil Ujian Nasional (Certificate of National Examination Result).

If your final results are not available at the time of application, submit to ICU all documents except the final results by the second application submission deadline. Your admission decision will be made after the final results.

Singapore Singapore/Cambridge GCE O-level & A-level

Applicants educated in a Singapore educational system are to submit an official report of Singapore/Cambridge GCE O-level & A-level.

If your final results are not available at the time of application, submit to ICU all documents except the final results by the second application submission deadline. Your admission decision will be made after the final results.

One-Year-Regular Students

Students of our partner universities should consult with their home institution's study abroad office regarding the application to ICU. For the list of our partner universities, refer to the following link.
https://www.icu.ac.jp/en/academics/global/partner_institutions.html

Application Documents

1. ICU Application Form	Online entry
2. Personal Statement	
3. Official Transcript/Term Reports	Upload
4. Proof of English Proficiency (IELTS or TOEFL)	Upload
5. Two Letters of Recommendation	Send by post to ICU

- Uploaded/submitted documents must be original or certified documents.
- For TOEFL, the official score report must be sent from the testing institutions to ICU as well.
- If documents cannot be uploaded for some reason, send the documents by post to ICU.

If you are accepted to ICU and wish to enroll, you must submit the original official documents or certified documents to ICU, except for the IELTS and TOEFL test results. Therefore, you must keep the original documents you uploaded with the online application.

1. ICU Application Form

- Online entry must be completed in English by the applicant.
- Upload your photo (passport photo quality).
- If any changes to the completed form must be made, make corrections on the printed copy in RED and send it via online inquiry form.

2. Personal Statement— part of the online application form

State your motivation and purpose for studying at ICU in 400 to 500 words. Include the following points:

- (1) Study and career plans
- (2) Contributions you can make to ICU

3. Official Transcript/Term Reports

- Transcripts from your college/university must show all course works taken and grades/evaluations received.
- If the grading system is not explained on the transcript, submit an official document or letter issued by the university explaining its grading system.
- Applicants who have not yet completed one full year of college work at the time of application must submit both their high school and college transcripts including a school profile.
- If you have attended more than one university/college, submit a transcript from each institution you attended.
- Submit a transcript that includes the most recent semester grades received. The list of courses to be taken during the last semester / year must be included with the transcripts.

4. Proof of English Proficiency (IELTS or TOEFL)

Minimum requirements:

IELTS: 6.5

TOEFL iBT: 79 (TOEFL iBT test from a single test date)

- Upload a PDF version of your Test Report Form (IELTS) or Test Taker Score Report (TOEFL).
- Your application will not be considered if your IELTS / TOEFL score submitted by the application deadline is below the minimum required score.
- The test(s) must be taken no more than two years before the application period.
- ICU will check your uploaded score report against its official score report. If ICU cannot confirm your official score, your application will be considered incomplete.
- Contact the testing institution, not ICU, for any test-related issues including test score reporting.

For TOEFL

- In addition to uploading a PDF version of your Test Taker Score Report, you must have the ETS (Educational Testing Service) send your Official Score Report directly to ICU by the submission deadline.
- The institution code number for ICU is **0860** (select “undergraduate”).
- Make sure to keep a copy of the score request order form/email.

Note that proof of English proficiency is optional if the applicant has spent the last continuous six years at institutions in which English is the language of instruction. This exception does not apply to unaccredited distance learning and home school curriculum.

5. Two Letters of Recommendation

Use the designated FORMS which can be downloaded at the following link:

<https://www.icu.ac.jp/en/admissions/undergraduate/engdoc/forms/>

- Have the letter enclosed in a sealed envelope and stamped across the flap by the university or recommenders.
- The letters must reach ICU by the submission deadline. ICU strongly recommends that registered express mail is used for this purpose. The letter may be sent by the applicant or by the recommender.

1) One letter from the university dean, department head, academic advisor, or study abroad advisor (FORM II)

2) One letter from an instructor in the university you are currently attending who has taught you an academic subject (FORM III)

Concerning a letter from a foreign language instructor, this language cannot be your native language or a language spoken at home.

Recommendation letters from graduate student assistants may be submitted as supplementary information, but will not substitute for the required instructor’s recommendation letter.

- There are two recommendation forms: “For University Dean/Department Head/Academic Advisor” (FORM II) and “For Instructors” (FORM III). Be sure to give your recommender the appropriate form. Use FORM II if you ask your study abroad advisor for a recommendation.
- If applicants have not completed one full year of college work at the time of application, a letter from a high school guidance counselor or principal may be submitted instead of a letter from the university dean, department head, academic advisor or study abroad advisor. Use FORM I “For High School Principal/Guidance Counselor” in this case.

Kenkyusei (Special Students)

Application Documents

1. ICU Application Form	Online entry
2. Personal Statement	
3. Official Transcript	Upload
4. Certificate of (Prospective) Graduation	Upload
5. Proof of English Proficiency (IELTS or TOEFL)	Upload
6. Two Letters of Recommendation	Send by post to ICU

- Uploaded/submitted documents must be original or certified documents.
- For TOEFL, the official score report must be sent from the testing institutions to ICU as well.
- If documents cannot be uploaded for some reason, send the documents by post to ICU.

If you are accepted to ICU and wish to enroll, you must submit the original official documents or certified documents to ICU, except for the IELTS and TOEFL test results. Therefore, you must keep the original documents you uploaded with the online application.

1. ICU Application Form:

- Online entry must be completed in English by the applicant.
- Upload your photo (passport photo quality).
- If any changes to the completed form must be made, make corrections on the printed copy in RED and send it via online inquiry form.

2. Personal Statement— part of the online application form

State your motivation and purpose for studying at ICU in 400 to 500 words. Include the following points:

- (1) Study and career plans
- (2) Contributions you can make to ICU

3. Official Transcript

- Transcripts from your college/university must show all courses and grades/evaluations received.
- If the grading system is not explained on the transcript, submit an official document or letter issued by the university explaining its grading system.
- If you have attended more than one university/college, submit a transcript from each institution you attended.
- Submit a transcript that includes the most recent semester grades available.

4. Certificate of (Prospective) Graduation

University transcript with date of degree conferred is acceptable. Those who expect to graduate by the time of enrollment at ICU are required to submit an official letter from their university certifying the expected date of graduation.

5. Proof of English Proficiency (IELTS or TOEFL)

Minimum requirements:

IELTS: 6.5

TOEFL iBT: 79 (TOEFL iBT test from a single test date)

- Upload a PDF version of your Test Report Form (IELTS) or Test Taker Score Report (TOEFL).
- Your application will not be considered if your IELTS / TOEFL score submitted by the application deadline is below the minimum required score.
- The test(s) must be taken no more than two years before the application period.
- ICU will check your uploaded score report against its official score report. If ICU cannot confirm your official score, your application will be considered incomplete.
- Contact the testing institution, not ICU, for any test-related issues including test score reporting.

For TOEFL

- In addition to uploading a PDF version of your Test Taker Score Report, you must have the ETS (Educational Testing Service) send your Official Score Report directly to ICU by the submission deadline.
- The institution code number for ICU is **0860** (select “undergraduate”).
- Make sure to keep a copy of the score request order form/email.

Note that proof of English proficiency is optional if the applicant has completed the entire bachelor’s program in English.

6. Two Letters of Recommendation

Use the designated FORMS which can be downloaded at the following link:

<https://www.icu.ac.jp/en/admissions/undergraduate/engdoc/forms/>

- Have the letter enclosed in a sealed envelope and stamped across the flap by the university or recommenders.
- The letters must reach ICU by the submission deadline. ICU strongly recommends that registered express mail is used for this purpose. The letter may be sent by the applicant or by the recommender.

1) One letter from the university dean, department head, or academic advisor (FORM II)

2) One letter from an instructor in the university you are currently attending who has taught or is teaching you an academic subject (FORM III)

Concerning a letter from a foreign language instructor, this language cannot be your native language or a language spoken at home.

Recommendation letters from graduate student assistants may be submitted as supplementary information, but will not substitute for the required instructor’s recommendation letter.

- There are two recommendation forms: “For University Dean/Department Head/Academic Advisor” (FORM II) and “For Instructors” (FORM III). Be sure to give your recommenders the appropriate form.

EXPENSES

EXPENSES FOR YEAR 2021-2022

The summary below is intended as a reference to help students draw up their personal estimates of expenses for one year. Please note that items under living costs are average and estimates may vary considerably from one student to another.

A. Academic Fees 2021-2022:

Please note that fees differ according to student status.
Academic Fees must be paid in Japanese Yen.

1) Regular and Transfer

a) Matriculation fee (first year only)	¥300,000
b) Tuition (¥359,000 per term)	¥1,077,000
c) Facilities Fee (¥118,000 per term)	¥354,000
Annual Total:	¥1,731,000

2) One-Year-Regular and *Kenkyusei*

a) Admission Fee.....	¥150,000
b) Tuition (¥359,000 per term)	¥1,077,000
c) Facilities Fee (¥118,000 per term)	¥354,000
Annual Total:	¥1,581,000

Deadlines for Academic Fees

<For April Entry>

Matriculation/Admission Fee and Spring Term Tuition and Facilities Fee :

First Application Period- **October 30, 2020**

Second Application Period- **February 4, 2021***

<For September Entry>

Matriculation/Admission Fee : **June 1, 2021***

Autumn Term Tuition and Facilities Fee: **August 10, 2021**

- Students are required to remit Matriculation/Admission Fee in order to ensure their admission candidacy;
Non-refundable
- Tuition and facilities fee for the later terms are due at the beginning of each term.
- Applicants who apply with IB diploma/GCE A level/HKDSE predicted grades:
Those who receive a conditional offer are also required to complete the entrance procedures including payment of academic fees by the deadline as mentioned above. However, if applicants are not able to fulfill the condition, the offer will be cancelled and fees will be refunded.

*Those who receive admission notification around the deadlines of Matriculation/Admission Fee or later (see p. 6) may have different payment deadlines. Please refer to the payment schedule which will be available together with the admission notification.

B. Estimated Living Cost (The costs may vary depending on each student's life style.):

- ◆ On-Campus Housing
(Total Cost for the first year*)approx. ¥320,000 - ¥570,000 / year
*The dormitory fees vary depending on the dormitory.
- ◆ Off-Campus Housing
(Cost varies according to the type of housing)approx. ¥45,000 - ¥85,000 / month
- ◆ Miscellaneous
 - Living Expenses (including Food)approx. ¥75,000 / month
 - Books and Suppliesapprox. ¥15,000 / month
 - Transportation (within Tokyo)approx. ¥8,000 / month

C. Insurance

Mandatory for non-Japanese students only:

National Health Insurance (tax)approx. ¥8,000 - ¥9,000 / year

Mandatory for all who use a bike in Tokyo:

Liability insurance (required by the ordinance of Tokyo Metropolitan)*

From 3 months to 4 years ¥840 - ¥37,410

* You are exempted from purchasing the insurance only if you are already covered by other liability insurance that compensates damages to the third party caused by you during the time you ride a bike.

Optional:

Comprehensive Insurance for Students Lives Coupled with PAS* for International Student (accidental injury & liability insurance).

* Personal Accident Insurance for Students Pursuing Education and Research.

(学生教育研究災害傷害保険 : *Gakusei Kyoiku Kenkyu Saigai Shogai Hoken*)

From 3 months to 4 years ¥840 - ¥37,410

Note: Academic Fees for Years 2021 - 2025

The matriculation and admission fees are fixed annually for the coming year. The tuition and facilities fee are fixed annually for the academic year four years prior to implementation. The following are the fees applicable to students entering in 2021.

Matriculation Fee (for Regular/Transfer Students) ¥300,000
Admission Fee (for One-Year-Regular Students / *Kenkyusei*) ¥150,000

Tuition

2021-2022 year ¥1,077,000
2022-2023 year ¥1,077,000
2023-2024 year ¥1,101,000
2024-2025 year To be announced in Autumn 2020

Facilities Fee

2021-2022 year ¥354,000
2022-2023 year ¥354,000
2023-2024 year ¥354,000
2024-2025 year To be announced in Autumn 2020

One-Year-Regular Students and *Kenkyusei* who are permitted to extend their stay at ICU for one more year will be asked to pay a supplementary admission fee. This will be one-fourth of the matriculation fee set for Regular Students in the current academic year.

FINANCIAL AID AND SCHOLARSHIPS

Financing a college education is a major consideration for most students and families. Financing a year or more of study abroad entails an even greater degree of planning in order to ensure that funds have been secured, and that they will be transferred in a timely fashion. Since payment of matriculation/admission fees, tuition, and all living expenses are the entering student's responsibility, we urge you to take into account all of the financial aspects of your study in Japan at the time you apply to ICU. For a summary of estimated expenses, please refer to pp. 22-23.

ICU has broad categories of financial aid and scholarships: A) financial support students can apply for together with application for admission to ICU, and B) financial support offered to students who submit application after being enrolled at the university.

Please note that students entering ICU as One-Year-Regular or *Kenkyusei* are not eligible for ICU financial aid or scholarships. Also note that long term student loans are only available for Japanese citizens and foreign residents who possess permanent/long-term resident status.

Listed below are the various financial aid and scholarship possibilities:

A. Financial support you can apply for TOGETHER WITH APPLICATION FOR ADMISSION to ICU

Individuals wishing to come to ICU who have achieved outstanding academic results in their secondary education and who have need for financial assistance in order to attend ICU are invited to apply for the following scholarships.

● ICU Peace Bell Scholarship

- ◆ Eligibility: Students applying to ICU as First Year "Regular" Students who possess strong personal character and high academic promise, and who demonstrate financial need.
- ◆ Award amount: One million yen per year for four years (the standard length of time it takes to graduate from ICU). Note that in cases where academic performance at ICU falls to meet minimum standards, the awards may be revoked.

● ICU Torch Relay High Endeavor Scholarship

- ◆ Eligibility: Students applying to ICU as their first choice university as First Year "Regular" or "Transfer" Students who possess high academic promise and demonstrate financial need.
 - ◆ Award amount: 777,000 yen including Matriculation fee (300,000yen), first term tuition and facilities fees (477,000 yen) that are to be deducted from the initial academic fees new students are required to pay.
- Deadline: Application for ICU Torch Relay High Endeavor Scholarship and ICU Peace Bell Scholarship must be submitted by the deadline of Admission documents.

For more information, please refer to

<http://sag.info.icu.ac.jp/englishhome/scholarships-en/scholarshipsbefore>

<The Japan ICU Foundation>

Based in New York City, the Japan ICU Foundation (JICUF) works with ICU to further strengthen its broadly international and ecumenically Christian dimensions. As part of this effort, JICUF administers the United States Scholars Initiative and the Syrian Scholars Initiative, two scholarship programs for international students to attend ICU. You can find more information about both programs at www.jicuf.org. Feel free to contact JICUF directly at information@jicuf.org, and follow them on Facebook for scholarship and event updates.

B. Financial support you can apply for AFTER MATRICULATION

1. Support from ICU

- **Tuition Reduction Scholarship:** After matriculation, international students with high academic promise/achievement and serious financial need may apply for Tuition Reduction Scholarship. Application and screening procedures are made every Spring and Autumn term. Please check your eligibility at Student Affairs Office.
- **ICU Torch Relay Scholarship for Current Students:** A limited number of students are granted a tuition waiver through selection based on academic performance and financial need.
- **ICU Long-Term Loan:** The university stands as guarantor for students borrowing up to the amount of annual tuition from a designated Japanese bank. This loan is for Japanese Nationals and permanent / long-term residents.

For more information or questions on ICU Student Financial Aid, please refer directly to the Student Affairs Group (Email: scholarship@icu.ac.jp).

2. Support from other organizations

Aside from financial aid and scholarships provided by the university, there are public organizations and private foundations in Japan which offer financial aids for students. Some may accept scholarship applications before matriculation. For more information, please check the website below.

Japan Student Services Organization's (JASSO).

https://www.jasso.go.jp/en/study_j/scholarships/index.html

Japan Finance Corporation (JFC)

<https://www.jfc.go.jp/n/english/>

Any inquiries about the information found at above website must be sent directly to the relevant organization or foundation.

ACCOMMODATIONS

Students who have been admitted to the University may utilize the services of the Housing Office, which handles placement in the campus dormitories. Information on dormitory application process and off-campus housing will be sent along with the entrance procedure documents.

Note: No housing requests can be accepted until the individual has been selected for admission to the University.

On-Campus Dormitories

Regular, Transfer and One-Year-Regular Students are eligible for the on-campus dormitories but rooms are limited. *Kenkyusei* status does not entitle the student to the privileges of dormitory residence. Students interested in applying to ICU dormitories should see our website carefully in order to understand the uniqueness of each dormitory. You can find detailed information about on-campus dormitories at this website: <https://www.icu.ac.jp/en/campuslife/dormitories/index.html>

< Capacity and Fees (AY2020)>

In JPY

Dormitory	Sex	Capacity	Occupancy per room	Admission Fee	Fees (per month)*3
Canada House	Male	34	2	56,000	31,000
			1 *1		34,800
Third Women's	Female	40	2		25,750
Fourth Women's	Female	32	2		30,500
Global House	Male & Female	64	1		51,350
Zelkova House		126	2		50,400
Ginkgo House		126	2		50,400
Oak House		126	2		50,400
Maple House		128	2		49,500
		1 *2			
Momi House		160	2	49,500	
			1 *2		

*1 The single rooms in Canada House are basically for juniors and seniors.

*2 The single rooms in Maple House and Momi House are basically for seniors.

*3 The dormitory fees must be paid per term in one payment.

Homestay

Living with a Japanese family will enable you to experience Japanese culture, daily life and also to practice your Japanese language.

Further information can be found at: <http://homestay-in-japan.com/icu/>

Off-Campus Housing

ICU consigns the introduction of Off-campus housing such as Apartments, Students Dormitories, Student Apartment Houses (other than homestays), and Share House to ICU Service Co., Ltd.

If you are interested in applying to Off-campus housing, please apply from Student Housing Listing "Request Form" on the website of ICU Service. <https://en.icu-service.com/services/off-campus-housing/>. Then, the partner agents could send you some information.

*ICU Service., Ltd. is a wholly owned subsidiary of ICU.

Note: If you contact the partner real estate agent directly, please make sure you identify yourself that you are a future ICU student in order to receive ICU students' benefit.

SUMMER COURSES IN JAPANESE

Summer Courses in Japanese (SCJ) is an intensive six-week program with approximately 50 years' history. Starting in early July, it provides a stimulating environment in which students can increase their understanding of the Japanese language and culture. About 100 students from about 20 countries/regions participate in the SCJ every summer. There are 7 levels for <Japanese as a Foreign Language> and one course for <Japanese as a First/Heritage Language>. In addition to the program's 15 weekly periods of intensive Japanese language instruction, the SCJ also offers cultural programs. In content, method and rigor, the SCJ courses are equivalent to ICU regular term courses. At the end of the courses, five units of academic credit will be granted, which can be counted toward your ICU graduation requirements.

<Only applicable to students applying for September Entry>

- Those who wish to participate in Summer Courses in Japanese before September matriculation should submit the SCJ application by the following deadlines.

First Application Period: Feb 3 (Wed), 2021

Second Application Period: Mar.11 (Thu), 2021

- Depending on the release date of the final results, there is a possibility that you may not be able to apply for the Summer Courses in Japanese. If you are not sure whether you are eligible to apply for the Summer Courses in Japanese, please contact the Admissions Center well in advance.
- The application information for the Summer Courses in Japanese 2021 will be available around November - December 2020 (<https://www.icu.ac.jp/en/admissions/undergraduate/engdoc/>).

Summer Courses in Japanese Website

<http://scj.info.icu.ac.jp/>

JAPAN ENTRY PROCEDURES

Applicants who have passed English Language Based Admissions (April/September Entry) will be informed of the URL for Entrance Procedures Website. Detailed information about the entrance procedures documents and Japan entry procedures will be available on this website. Most of the procedures for entering the University, including remittance of matriculation/admission fees, are to be completed by the following dates;

<For **April** Entry> **First** Application Period: **October 30, 2020**
Second Application Period: **February 4, 2021**

<For **September** Entry> **June 1, 2021**

However, prospective non-Japanese students applying from abroad should be aware early on of the requirements for entry into Japan as a student. The essentials are outlined here.

Student Visa

All non-Japanese students, except those who are Auditors, are basically required to have the “Student (*Ryūgaku*)” visa.

There is a special procedure for obtaining the Student visa most expeditiously, the details of which are included in the Entrance Procedures Website. As an essential part of the procedures to obtain the Student visa, the University, on behalf of the student, initiates the visa application by applying to the Japanese government for the official document, “Certificate of Eligibility for Status of Residence (*Zairyū Shikaku Nintei Shōmeisho*) CoE”. After receipt of the CoE, the University sends it to the student, who in turn presents it at the nearest Japanese consulate for the Student visa, which is usually issued within a week. The deadline for visa related application is as follows.

<For **April** Entry> **First** Application Period: **October 30, 2020**
Second Application Period: **December 10, 2020***

<For **September** Entry>

For those who attend the Summer Courses in Japanese: **April 28, 2021***

Other than above: **May 10, 2021***

*NOTE: This date is different from the submission deadline of other entrance procedures documents.

These deadlines are shortly after the notification date, and some required documents may take several weeks to prepare. In order to succeed in smooth procedure, please prepare the following documents well in advance.

● Passport

Prospective students from abroad should obtain the information necessary for applying for a passport from the appropriate office of their own government. Passports are issued for a designated period of time, which varies from country to country, and each passport has a specific expiration date. One's passport must be valid at all times while living in Japan. We recommend that you have a passport by the time you apply for ICU.

● Referential Document for Financial Resources

Those who apply for a student visa must present the proof that they have enough funds to cover all expected living expenses during their study to the Japanese Government (excluding Tuition/Facilities fee while studying at ICU). You are required to provide ICU with concrete proof of available financial resources. This is a particularly important factor when the Ministry of Justice examines your financial stability as part of its visa procedures for authorizing your Certificate of Eligibility (CoE).

The minimum amount is 100,000JPY per month, in other words, the amount of the balance must exceed 1,200,000JPY (100,000JPY×12 months).

Please refer to ICU official website (<https://www.icu.ac.jp/en/>) or pp.22-23 for getting an idea of the approximate annual amount needed for studying at ICU.

Financial supporting documents should be provided in one of the following forms (Copies are NOT acceptable). Please see the below samples. Currency on referential documents may be other than JPY or USD if it is difficult to obtain such documentation.

- An original letter on official bank letterhead showing your or sponsor's name as an account holder and the amount of funds available, with bank's official stamp or as signature of a bank official. The stamp and signature must be original.
- A recent bank statement showing your or sponsor's name as an account holder and the amount of funds available, with bank's official stamp or a signature of a bank official. The stamp and signature must be original.
- An original letter on official sponsoring organization's letterhead, including your name, the amount of the award available to you, and the period when you will be eligible to receive the funds, with organization's official stamp or a signature from the sponsor. The stamp and signature must be original.

(Samples)

残高証明書
ACCOUNT BALANCE CERTIFICATE

Date: 1/6/20XX

TARO KIKUSAI 様
田所 太郎 様

ICU銀行
1001 Branch
0422-33-XXXX

20XX年01月1日現在の上記ご名義の下記約定残高につき特筆ないことを証明いたします。
We hereby certify that the balance of the above account holder with us as of 1/6/20XX is as indicated below.

ACCOUNT	CURRENCY	BALANCE	REMARKS
SAVING ACCOUNT	JPY	1,000,000	

* AMOUNT AMENDED IS INVALID

Official certificate of account balance should;

- indicate the account holder name
- indicate the account balance
- be printed on original letterhead stationery with official stamp or with signature of a bank official

ICU Bank

SAMPLE

June 1, 20XX

Taro Kikusai
10-2, Osawa 3-chome,
Minaka-shi, Tokyo, Japan

To Whom It May Concern,

Please be advised that the above mentioned has been a customer of ICU Bank since April 1, 20XX and has a total current balance of \$10,000 as of today.

If you have any questions or need additional information, please feel free to contact us at 0422-33-XXXX.

Thank you.

J. Smith

John Smith
Customer Service
XXXX Branch

Official certificate of account balance should;

- indicate the account holder name
- indicate the account balance
- be printed on original letterhead stationery with official stamp or with signature of a bank official

<Important Notice regarding Student Visa for non-Japanese students who apply with an Educational Certification, for which results will not be available by the Application Deadline (excluding IB / HKDSE / GCE A level)>

These applicants must contact Admissions Center (admissions-center@icu.ac.jp) well in advance since there is a possibility of delay in Certificate of Eligibility (COE) application procedure which may affect the curriculum schedule after enrollment.

Giving to ICU

Donations to the Education and Research Fund contribute directly to the improvement of students' education and research environments. Information on how to make a gift to ICU will be sent to students' guarantors after matriculation.

Medical attention

While medical certification is not required at the time of application, any applicants with conditions that might require special attention to undertake university work should notify the Admissions Center in writing.

Declaration of Non-Discrimination

ICU does not discriminate on the basis of race, color or national origin in the administration of its educational policies, admission policies, financial aid, employment, or any other university programs or activities.

Handling of Personal Information

All personal information will be used only for the admission purposes, such as documentary screening, correspondence with applicants, announcement of admission results, entrance procedures, and other related administrative tasks.

Data collected through the admission process may be used for data analysis for admission-related research, which will be used within the University or may be outsourced to an agency.

Further information on the ICU policy for the protection of personal information can be found at: <https://www.icu.ac.jp/en/policy/>

Admissions Center
International Christian University
3-10-2, Osawa, Mitaka, Tokyo 181-8585, JAPAN

<In Japanese>

〒181-8585 東京都三鷹市大沢3-10-2
国際基督教大学
アドミッションズ・センター

Tel: 0422-33-3700 (from abroad, +81-422-33-3700)

Fax: 0422-33-3635 (from abroad, +81-422-33-3635)

Email: admissions-center@icu.ac.jp

Website: <https://www.icu.ac.jp/en/admissions/undergraduate/>