

2021 Soka University Undergraduate English Medium Programs Transfer Admissions for International Students Policy (Document Screening)

1. FACULTY, DEPARTMENT, AND ADMISSION CAPACITY

Transfer admissions as 2nd year students for International Students are open in the following English Medium Programs departments

Faculty	Department	Admission Capacity
Economics	Soka University Courses for Comprehensive Economic Education (SUCCEED)	Few students
Letters	Arts, Knowledge And English Major for International Arena (AKADEMIA)	

- Admission in September 2021 (based on the 2020 curriculum)

2. ADMISSION PERIOD

Application period: March 15 – April 15 (must arrive by April 15, 2021)
Notification: End of May

3. SELECTION PROCESS

Selection is made through document screening, which will judge if transfer as a 2nd year student is valid or not.

Screening will be based on the criteria below. Please note that Soka University may request other documents besides those related to application that may be necessary for the screening process.

- The higher education institution attended is equivalent to a university or other higher education institution in Japan;
- The grades obtained in the university or other higher education institution, as well as in the previous schools are eligible to allow admission to Soka University or not;
- The credits obtained in the university or other higher education institution are equivalent to the credits offered by Soka University or not.

4. ELIGIBILITY

An individual who satisfies one of the four following conditions is eligible to apply:

- 1) An individual who has completed at least one year of study in a university (including overseas), and can submit a certificate showing the amount of credits obtained or yet to be earned (*1);
- 2) An individual who was graduated or is expected to graduate from a 2-year college or technical school (*2);
- 3) Among those who graduated from a technical school, an individual who graduated or is expected to graduate from a program recognized by the Japanese Ministry of Education;
- 4) An individual who graduated or is expected to graduate from a vocational college recognized by the Japanese Ministry of Education.

*1 Based on Soka University standards, candidates must obtain at least 24 credits (1 credit refers to 15 class-hours).

※Candidates enrolled in a college or other two-year higher education institution who submit their credits for evaluation based on a diploma or transcripts, and who have their credit rejected, will be considered not eligible and will have their application fee returned.

*2 Among those who have received education overseas, candidates must have graduated from high school or completed a minimum of 12-year compulsory education.

※ Credits earned in the previous academic institution will be analyzed once again after admission, and there is no guarantee all credits can be used. Based on the credits evaluation, graduation can take longer than 3 years.

5. APPLICATION REQUIREMENTS

Carefully read the requirements below before applying.

Applicants for faculties of Economics and Letters

(English proficiency requirements)

- Applicants must submit their English proficiency score of 61 or more in TOEFL-iBT or 5.5 or more in IELTS Academic Module. However, those who have taken six years of junior high and high school taken in English in either Australia, Canada, Ireland, New Zealand, United Kingdom or United States, are able to submit their transcript, corresponding to the English proficiency score above.

(Standardized Examination scores and other requirements)

- Applicants must submit their score for their standardized examination. Those who cannot submit it must submit the Detail Report of their high school transcript screened by IERF.

* International Education Research Foundation (IERF) URL

- IERF <http://www.ierf.org/>
- In the “Application Information – Contact Information section, please select the options below.

How did you hear about us? *

Educational Institution ▼

Please select from the list below:

Soka University (Japan) ▼

Note: Applicants are responsible for applying for the IERF Detail Report. If this results in the delay of the submission of the academic transcript or the certificate of graduation, you must notify the office beforehand.

- SAT <https://collegereadiness.collegeboard.org/sat> **DI Code: 7553**

* List of the main standardized examinations used for college admission.

Country/Region	Examination
United States of America	SAT I (Scholastic Assessment Test Reasoning Test) ACT (American College Testing)
United Kingdom	GCE (General Certificate of Education) A Level
Republic of Korea	College Scholastic Ability Test
People's Republic of China	National Higher Education Entrance Examination
Hong Kong	HKALE (Hong Kong Advanced Level Examination) HKDSE (Hong Kong Diploma of Secondary Education)
Taiwan	General Scholastic Ability Test
France	Baccalaureate
Germany	Abitur
Australia	HSC (High School Certificate)
Singapore	GCE (General Certificate of Education) A Level
Malaysia	STPM (Sijil Tinggi Persekolahan Malaysia) Unified Examination
Thailand	Standardized National University Entrance Examination
International Baccalaureate	IB Transcript for the final exams
Brazil	Exame Nacional do Ensino Médio

6. REQUIRED DOCUMENTS

Required Documents	Detail	Form
1. Application Form	You can apply for one department only.	Online application
2. Statement of Purpose and Study Plan	Submit the “Statement of Purpose and Study Plan” for the department you are applying to. Please access Soka University webpage and check carefully the details for the department you are applying to in order to prepare your “Statement of Purpose and Study Plan”.	Online application
3. Photograph	Upload a photo (4cm x 3 cm) taken within the last three months.  Note: - headshot, no hat, plain background - submit 2 photos in addition to the one uploaded online together with the documents to be sent. - Please write your name on the backside of the photo.	Mail 2 originals
4. University (or other higher education institution) certificate of enrollment	Submit the university (or other higher education institution you have been enrolled) graduation certificate or certificate of enrollment (in case you have not graduated yet).	Mail the original
5. University (or other higher education institution) transcripts	Submit the university (or other higher education institution) transcript.	Mail the original
6. Documents that certify the earned credits	Submit documents that show the amount of credits you earned in your previous institution. Make sure these documents inform the amount of credits necessary for graduation.	Mail the original
7. Recommendation Letter (Designated Format)	The recommendation letter is to be written by a faculty who has taught the applicant in class at university.	Download the form from the Website
8. Score Report of Standardized Examination	Refer to item 5. “Application Requirements” for details.	Mail the original
9. IERF Detail Report	Refer to item 5. “Application Requirements” for details.	Electronic copy (EvalDirect) Educational Institution: Soka University (Japan)
10. High School Transcript	Refer to item 5. “Application Requirements” for details.	Mail the original
11. Certificate of English Proficiency	Refer to item 5. “Application Requirements” for details.	Mail the original
12. Application Fee	Access the Soka University website and pay the application fee through credit card. Print the payment confirmation screen or email, and attach to the other documents to be submitted. Refer to item 8. “Application Fee” for details.	—
13. Statement of Financial Eligibility (Designated format)	Submit evidence of financial support (e.g., bank statement) to cover the tuition and living expenses. (Refer to item 7. “Statement of Financial Eligibility” for details)	Download the form from the Website

Only for eligible candidates

12. Application for Academic Fee Exemption (Designated format)	Applicants who wish to be considered for Academic Fee Exemption must submit the application form, along with the official documents issued by public agencies stating the household income. (Refer to item 11. "Scholarship" for details)	Download the form from the Website
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- 1) All documents must be in English. If the documents are available in a different language, please provide an English translation.
- 2) All documents must be sent via registered mail or international post. Make sure to submit your documents for they can reach by the deadline, using express services.
- 3) Regarding original documents, if you wish to have them returned please attach a list stating the documents to be returned (there is no need to submit an envelope). As a rule, documents will be returned only after the screening process is completed.
- 4) Do not enclose documents that are not requested.
- 5) Do not bring documents directly to Soka University. Documents that arrive after the deadline will not be accepted under any circumstances (Even if there is any trouble related to the post office, documents will not be accepted. Prepare your documents to have them reaching Soka University within the application period).

7. STATEMENT OF FINANCIAL ELIGIBILITY

The statement is to be signed by the financial supporter. Attach the documents below as evidence of financial support. The tuition fees may change when the fee exemption is applied; however, these documents will also be used to apply for the applicants' Certificate of Eligibility issued by Immigration Bureau, so please read the instructions carefully.

If funded by the applicant

- Original bank statement of the applicant (statement over a certain amount)

If funded by a family member outside of Japan

- Original bank statement of the sponsor (statement over a certain amount)
- Proof of employment
- Sponsor's income certificate
- A document that certifies the sponsor's relationship to the applicant (e.g. a copy of family register, certificate of residence, etc.)

If funded by scholarship aside from Soka University's

- Original scholarship letter stating the amount, duration and name of the organization offering the scholarship (yearly total must be over a certain amount)

If funded by a sponsor that lives in Japan

- A tax certificate with the total amount of the sponsor's income (photocopy of income tax certificate, tax deduction certificate, etc.)
- Proof of employment (if it is a self-owned business, submit an official document such as the copy of corporate registration or operating license)
- Certificate of residence
- If the sponsor is an acquaintance or a friend, a document that indicates the relationship to the applicant, such as a photo taken together

Note: Applicants submitting their application for the academic fee exemption (please refer to item 12. "Scholarship System") along with their undergraduate application will be screened of their financial eligibility at the same time. Refer to the chart below for the amount you need to show on your documents such as bank statements.

	Economics and Letters
Applying for Academic Fee Exemption	Approx. 1,000,000 JPY
Not applying for Academic Fee Exemption	Approx. 1,500,000 JPY

8. APPLICATION FEE

Application Fee Payment Method

Application Fee: 20,000 JPY

- Pay the application fee of 20,000 JPY by credit card when you submit your online application.
- The name on the credit card used for the payment may be a person other than the applicant. However, it is necessary to enter the applicant's information in the "applicant information" section even when a proxy performs the procedure.
- If the credit card settlement is cancelled after payment is made, the eligibility of the individual to apply may be withdrawn.
- If the payment via credit card does not go through due to technical difficulties, bank transfer is allowed (its fees would be borne by the applicant). If you wish to make a payment by bank transfer, contact the International Affairs Office via the online application page.

Applicants who have paid the application fee for the following entrance exams for international students will not be required to pay the application fee again.

- 2022 Undergraduate Admissions for International Students Type I (Document Screening)
- 2022 Undergraduate Admissions for International Students Type II (Written Exam and Interview)
- 2022 Transfer Admission for International Students
- 2022 Bekka Preparatory Japanese Language Program

9. SCHOLARSHIP SYSTEM

① Tuition Fee exemption

By the time of the application to the International Students Admission, the candidates can also apply for the Tuition Fee exemption. When applying, please submit the Income Certificate referred to January to December 2020 (or the earliest one-year period available) of all financial supporters together with the Application for Tuition Fee Exemption form.

◆ About Tuition Fee exemption for Undergraduate students

Tuition Fee exemption will be granted for Undergraduate students according to the household annual income as the chart below:

Household Annual Income	Exemption ratio
Below 4,000,000 JPY	100% exemption
From 4,000,000 to 8,000,000 JPY	50% exemption
From 8,000,000 to 10,000,000 JPY	25% exemption
Above 10,000,000 JPY	No exemption

Note: In principle, household income refers to those of the father and mother. If one or both of father and mother have no income, you must explain the situation in the application form for academic fee exemption.

- Scholarship application results will be notified jointly with admission decisions to granted applicants only.
- After enrollment, a review of exemption for the subsequent academic year will be conducted yearly. If the recipient's cumulative GPA is below 2.0 or does not earn at least 15 credits in a semester, the exemption will not be granted for the subsequent year.
- Appendix shows the fees required for year 1 of students granted academic fee exemption.

② Scholarship

After enrollment in the Undergraduate degree at Soka University, students will be able to apply for the Makiguchi Foundation Scholarship for International Students. Application procedures will be explained after enrollment at the briefing session.

First semester	30,000 JPY per month
Second semester and after	A monthly amount of 50,000 yen, 40,000 yen and 30,000 yen will be granted to students in descending order from the highest GPA. No scholarship will be granted to students with a GPA of less than 2.2

- The Grade Point Average (GPA) at Soka University is calculated on a 4.0 scale.
- If a student does not earn at least 30 credits in a year, this scholarship will not be granted.
- As a general rule, if a student is receiving scholarship from elsewhere, scholarship from Soka would not be granted.

10. ANNOUNCEMENT OF THE APPLICATION RESULTS

Announcement schedule: End of May

One of the following results will be sent to all applicants via e-mail (email address indicated on the application form)

- | | |
|-----------------|--|
| 1. Accepted | Accepted to the undergraduate program. |
| 2. Not Accepted | Did not meet the acceptance standards |
| 3. Not Eligible | Not eligible for college admission |

11. SUBMISSION OF APPLICATION AND INQUIRIES

International Affairs Office Admissions Section
 Soka University
 1-236 Tangi-machi Hachioji-shi, Tokyo 192-8577 JAPAN
 Telephone: +81-42-691-8200
 Fax: +81-42-691-9456
 E-mail: intloff@soka.ac.jp

Soka University English Medium Programs Fees

Economics SUCCEED	Fees	Standard	Quarter Exemption	Half Exemption	Full Exemption
	Admission fee	200,000JPY	200,000JPY	200,000JPY	200,000JPY
	Tuition	600,000JPY	450,000JPY	300,000JPY	0JPY
	Registration fee	60,000JPY	60,000JPY	60,000JPY	60,000JPY
	School fees	240,000JPY	180,000JPY	120,000JPY	0JPY
	Total	<u>1,100,000JPY</u>	<u>890,000JPY</u>	<u>680,000JPY</u>	<u>260,000JPY</u>

Letters AKADEMIA	Fees	Standard	Quarter Exemption	Half Exemption	Full Exemption
	Admission fee	200,000JPY	200,000JPY	200,000JPY	200,000JPY
	Tuition	620,000JPY	465,000JPY	310,000JPY	0JPY
	Registration fee	60,000JPY	60,000JPY	60,000JPY	60,000JPY
	School fees	240,000JPY	180,000JPY	120,000JPY	0JPY
	Total	<u>1,120,000JPY</u>	<u>905,000JPY</u>	<u>690,000JPY</u>	<u>260,000JPY</u>

* The admission fee is only required for the first year. Additionally 14,250 JPY is required for Gakuyu-kai Club Association fees upon enrollment.

* The fee amounts are subject to change.