

Enrollment Requirement

JLC students are required to enroll in a minimum of 10 hours of classes per week in one semester. It is desirable to have the following ① or ② of language proficiency to enroll in a minimum of 10 hours per week.

① Japanese language proficiency equivalent to either Japanese-Language Proficiency Test (JLPT) N2 level, CEFR B2 or higher.

② English language proficiency equivalent to either TOEFL ITP®505, TOEFL iBT®60, TOEIC®580 level, CEFR B1 or higher.

Admission Guide

1 Student Enrollment Number of students to be admitted: Approximately 25 students

2 Qualifications

Students need to meet all the following three requirements:

(1) Those who are foreign nationals and have completed a 12-year curriculum of schooling in their home country.

(2) Those who are enrolled in or have graduated from a foreign university or graduate school.

(3) Those who have the ability to support themselves financially during their study in Japan.

※Please contact Kansai University if you possess dual nationality with Japan and another country.

3 Application Period and Procedure

(1) Application Period

April Admission: September 2, 2024 (Mon.) - October 17, 2024 (Thu.)

September Admission: March 3, 2025 (Mon.) - April 17, 2025 (Thu.)

Applications must be received no later than the deadlines, above.

(2) Application Procedure

Send the application package to the address below.

It must arrive no later than the deadline.

The Center for International Education, Kansai University

3-3-35 Yamate-cho, Suita-shi, Osaka, 564-8680 JAPAN

PHONE: +81-(0)6-6368-0178

4 Important Information for the Application

- (1) When the documents are written in a language other than Japanese or English, it is the applicant's responsibility to attach an official Japanese or English translation (with the official seal), certified by a government, a notary public, or an educational institution.
(Translations by private translation companies must be notarized.)
- (2) All the documents for the application must be submitted together.
- (3) Please complete the documents with black ink or ballpoint pen.
※Please do NOT use erasable pen.
- (4) The applicant will be deprived of the qualifications for attending the course, if any false statements on the application documents are detected. Furthermore, entrance permission will be cancelled, if false statements on the application documents are detected after the results are issued.
- (5) Submit Original copies of the certifications for the application except in specified cases.
- (6) Applicants may be requested to submit additional documents if Kansai University considers it necessary.
- (7) The submitted documents will not be returned.
- (8) Keep a copy of the application package in case the documents are needed for a visa application.
- (9) If you have a physical disability or require special consideration in class due to health reasons, please make sure to inform the Center for International Education, Kansai University before applying.

5 Application Documents

- (1) Application Forms (Form ①-1, ①-2, ①-3)
The application forms must be filled out by the applicant either in Japanese or English with signatures of a guarantor (sponsor).
- (2) A certificate of Enrollment or Graduation from the applicant's university (or A certificate of Expected Graduation)
- (3) The Official Transcript from the university
- (4) A copy of the result of EJU, JLPT, or J. TEST (if available, showing pass/fail and score)
- (5) A copy of the certificate to prove English language proficiency
If the applicant is not a native speaker of English, submit a copy of official result of TOEFL, TOEIC® or IELTS (if available).
- (6) A certificate of Health (Form ②)
The certificate must be filled out by a doctor either in Japanese or English.

(7) The application Form for Certificate of Eligibility (Forms designated by Ministry of Justice, Government of Japan)

(8) A copy of Passport

Submit a copy of the following pages from your passport: The passport ID page including your name and the photograph of your face as well as the page which includes all previous records (passport stamps) of entry and departure to and from Japan.

When the applicant does not possess a passport, submit a copy of an Identification Card or documents issued by the government of the applicant's home country or any equivalent institutions.

(9) Photograph

Send 4 photographs (full face without a hat against a plain background, 4 cm × 3 cm in size) with the applicant's name written on the back. One photograph should be attached to the application form another to the application for certificate of eligibility. Enclose the rest together in an envelope. The photographs must be in color, and have been taken within the last one month of the application.

(10) Sponsor Documents

If there are more than two sponsors, fill in information for all of them.

In the case where the applicant will pay expenses

① A financial statement of the account under the name of the applicant (the bank must have the ability to exchange the currency into JPY, and to transfer the money into a bank account in Japan). Submit a financial statement of an account in which the balance exceeds the tuition and living expenses.

* JPY1,100,000 or more for one semester (tuition fee for one semester + JPY100,000/month × 6 months as living expenses)

* JPY2,200,000 or more, for two semesters (tuition fee for two semesters+JPY100,000/month × 12 months as living expenses)

② A certificate of Employment

③ A certificate of Annual Income from the previous year

In the case where relatives of the applicant transfer funds from their home country

① A financial Statement of the Account under the name of the guarantor / sponsor (the bank must have the ability to exchange the currency into JPY and to transfer the money into a bank account in Japan). Submit a financial statement of an account in which the balance exceeds the tuition and living expenses.

* JPY1,100,000 or more for one semester (tuition fee for one semester + JPY100,000/month × 6 months as living expenses)

* JPY2,200,000 or more for two semesters (tuition fee for two semesters+JPY100,000/month×12 months as living expenses)

② A certificate of Employment

③ A certificate of Annual Income from the previous year

④ A document that proves the relationship with the applicant

Submit one of the following: a copy of the Family Register, Birth Certificate, Residence Card or Public Certification of Kinship.

In the case where funds will be provided by a sponsor in Japan

① A financial Statement of the Account under the name of the guarantor / sponsor (the bank must have the ability to exchange the currency into JPY and to transfer the money into a bank account in Japan). Submit a financial statement of an account in which the balance exceeds the tuition and living expenses.

* JPY1,100,000 or more for one semester (tuition fee for one semester + JPY100,000/month × 6 months' living expenses)

* JPY2,200,000 or more for two semesters (tuition fee for two semesters+JPY100,000/month×12 months' living expenses)

② A certificate of Income from the previous year

Submit Tax-Income Certificate or Tax Declaration Certificate which includes the sponsor's total income.

③ A certificate of Employment

Submit a copy of the Registration, Certificate of Authority, or a copy of stamped Individual Income Final Tax Return if the sponsor is self-employed.

④ Residence Card of the guarantor / sponsor(s)

⑤ A document which proves the relationship with the applicant

Submit one of the following if the guarantor / sponsor is a relative of the applicant: a copy of Family Register, Birth Certificate, Residence Card or Public Certification of Kinship. Submit one of the following when the guarantor / sponsor is a friend or an acquaintance of the applicant: a document which explains the relationship with the applicant and a photo of the sponsor and the applicant appearing together.

In the case where funding will be covered by a scholarship

① Submit a document which includes following information: (i) the amount you receive from the scholarship, and (ii) the period and the source of the scholarship.

6 Registration Procedures (Payment of Tuition Fee)

After the application forms are assessed, the Acceptance Notification will be announced. Then, a registration guide will be sent to you within 2 months after the application deadlines. Read through and follow the guide to complete the payment of JPY502,500 (tuition fee for one semester + JPY 2,500 as bank fees in Japan) by the designated payment deadline. No late payments will be accepted. Please note that the acceptance of students may be cancelled, if it is impossible for them to enter Japan at the specified date and time by Kansai University due to reasons such as the worldwide spread of infection.

※Applicants may be asked to participate in an online identity verification process, such as via Zoom.

※No refunds will be made for the difference, even if the fees charged by Japanese banks do not exceed JPY2,500.

7 Tuition (2025 Admissions)

JPY500, 000 per semester

※Refunds following Declination of Registration

Those applicants who decline to register in the course for unavoidable reasons must tender a cancellation of registration by the deadlines, March 31 for April Admission or September 20 for September Admission in the year of enrolment, in order to receive a refund of the remaining amount of the tuition fee from which incurred expenses and overseas remittance fees will be deducted.

※When returning the tuition fee to an account at a financial institution outside of Japan, the applicant is responsible for any fees incurred for returning the tuition fee.

The Center for International Education, Kansai University will follow the Japanese laws, guidelines, and other norms concerning the use of personal information (address, name, telephone number or personally identifiable information) provided by the applicant.

Be sure to refer to the following website for more details about the use of personal information:

www.kansai-u.ac.jp/English/info/privacy.html