

# Kwassui Women's University

## Short Term International Student Application Guide

Kwassui Women's University accepts international students who wish to enroll at the university for six months or one year and take prescribed courses. Please note that short-term international students cannot obtain a degree, but there is a system in place to recognize credits earned during the short-term study period as previously earned credits if the student enrolls as a regular international student after completing the short-term study period.

### Application Deadline

Enrollment	Application Deadline
April	November 1st of the previous year (Application must arrive by this date.)
September	June 1st (Application must arrive by this date.)

### Eligibility to apply

Applicants must meet all of the following requirements:

1. A female resident of a foreign country who is over 18 years of age.
2. Applicants must meet one of the following requirements from (a) to (f):
  - a. Have completed or will complete by the day before enrollment a 12-year course of school education in a foreign country
  - b. Have passed or will pass by the day before enrollment a foreign academic equivalency test for completion of a 12-year course
  - c. Have completed or will complete by the day before enrollment a designated 11-year or longer course of study in a foreign country that meets the requirements of being equivalent to a high school
  - d. Have completed or will complete by the day before enrollment a foreign school in Japan designated as equivalent to a foreign high school
  - e. Have acquired or will acquire by the day before enrollment an International Baccalaureate, Abitur, Baccalaureate, or GCEA level, which is a qualification for university entrance in a foreign country
  - f. Have completed or will complete by the day before enrollment a 12-year course at an educational institution accredited by an international accreditation organization (WASC, CIS, ACSI, NEASC, Cognia)
3. Have Japanese language proficiency necessary for study at the university  
Standard: Japanese Language Proficiency Test (JLPT) N2 or higher

### Entrance Examination Fee

10,000 Yen

### Methods of Payment

Bank transfer or in person

## Bank Transfer

Please transfer to the designated bank account below. For remittances from overseas, please attach a copy of the remittance slip or remittance completion screen to an e-mail and send it to the International Student Exchange Center of the university (intersec@kwassui.ac.jp). Please note that the applicant is responsible for the remittance fee.

### Remittance from within Japan

Bank Name: MUFG Bank  
Branch Name: Nagasaki Branch  
Account Type: Ordinary Deposit  
Account Number: 0081998  
Account Name: Kwassui Gakuin

### Remittance from overseas

Beneficiary Bank : MUFG BANK,LTD.  
SWIFT code /BIC code : BOTKJPJT or BOTKJPJTXXX  
Bank Address : 7-36, DOZAMACHI, NAGASAKI-SHI, NAGASAKI, JAPAN  
Beneficiary Account Number : 654-0081998  
Beneficiary Name : KWASSUI GAKUIN  
Beneficiary Address : 1-50 Higashiyamate-machi, Nagasaki-shi, Nagasaki, Japan

## In person

The applicant must pay at the accounting office of the university.

## Application Documents

Please prepare all of the following documents and send them by mail.

1. Completed Application Form (official Kwassui form with photo attached)
2. Face photograph (plain background, 4 cm high x 3 cm wide, file extension: JPEG)
3. Copy of passport (picture page)
4. Graduation certificate from the last school attended  
If a certificate of graduation cannot be issued for various reasons, the original diploma may be substituted. In this case, please submit the original diploma and a photocopy. The diploma will be returned after the entrance examination.
5. Transcript of grades from the last school attended
6. If you have already been enrolled in a Japanese language school or other institution in Japan, please submit a transcript of grades and attendance certificate from that school.
7. If you are currently enrolled in school, send a letter of recommendation (official Kwassui form) from either the principal (president), dean of faculty (department), or academic advisor of the high school, university, Japanese language school, etc.
8. Copy of JLTP certificate
9. Health certificate (official Kwassui form to have been completed by a doctor within the past three months)
10. Statement of plan for financial support (statement of how the student plans to pay Kwassui fees and living expenses)
11. Certification of employment of student's financial supporter
12. Bank balance statement (showing ability to cover school fees, accommodation and living fees)
13. Certificate of English proficiency (For those students who wish to apply for the English Department)

## Notes on Application Documents

1. The application form must be filled out in Japanese by the applicant.
2. The name to be entered on the application form should be the same as that on your passport.
3. If any certificates cannot be issued in Japanese or English, please attach a Japanese or English translation along with the original.
4. Application documents (except for graduation certificates) and entrance examination fees are non-refundable.

<b>Address to which the application should be sent:</b>
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Kwassui Women's University International Student Exchange Center 1-50 Higashiyamate-machi Nagasaki shi, Nagasaki 850-8515, Japan TEL: +81-(0)95-820-6024
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<b>Enquiries:</b> <a href="mailto:intersec@kwassui.ac.jp">intersec@kwassui.ac.jp</a>
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## Selection Process

In principle, applicants will be selected based on the submitted documents, but interviews may be conducted.

## Notification of Acceptance and Admission Procedures

For April enrollment: Late November

For September enrollment: Late June

Applicants will be notified of the result by mail. It will not be posted on campus or on the university website. At this time, successful applicants will receive an acceptance letter along with an admission guidebook with information on admission procedures and obtaining residence status.

## Fees

1 Year (2 semesters) 550,000 Yen

(Includes Admission fee 75,000 Yen, Tuition fee 310,000 Yen, Facilities and equipment costs 165,000 Yen)

6 months (1 semester) 287,500 Yen

(Includes Admission fee 50,000 Yen, Tuition fee 155,000 Yen, Facilities and equipment costs 82,500 Yen)

- \* The prices quoted above are for 2024 and can be expected to rise in 2025.
- \* These figures do not include insurance, residence or living expenses.

**Application Procedures** \*Applicant's responsibility

	First Semester	Second Semester	Schedule
1	*November 1st	*June 1st	Deadline for application materials to arrive at Kwassui
2	Late November	Late June	Decision by Kwassui regarding admission
3	*December to Early January	*July to Early August	Admission procedures (from successful applicants to Kwassui Women's University)
4	*Late January	*Early August	Payment of a portion of the housing fee, and submission of housing application documents (from the applicant to Kwassui Women's University)
5	Early February	Middle of August	Issue of Certificate of Eligibility by the Regional Immigration Bureau
6	Early February	End of August	Kwassui will send the Certificate of Eligibility issued by the Regional Immigration Bureau and official notification of admission to Kwassui to the applicant.
7	*Middle of February	* End of August	Application for University Student Visa at Japanese Embassy or Consular Office in the applicant's own country
8	*Early March	*Early September	Notification to Kwassui of details of arrival: date, time, place, and flight number
9	*End of March	*Middle of September	Arrival in Japan
10	April 1st	Last week of September	Enrollment at Kwassui Women's University