

# 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.

### Academic Period and Application Deadline

Semester	Dates	Application Deadline
First	April 1st to early August	November 1st of the previous year (Application must arrive by this date.)
Second	Fourth week of September to mid-February	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) N3 or higher  
 The following Japanese proficiency tests are also accepted. (Please inquire separately about the required scores.):
  - JPT (Japanese Proficiency Test)
  - BJT Business Japanese Proficiency Test
  - J.TEST (The Test of Practical Japanese)
  - NAT-TEST
  - Standard Test for Business Japanese (STBJ)
  - TOPJ Practical Japanese Language Proficiency Test
  - Certificate of Japanese as a Foreign Language (J-cert)
  - Japanese Language Capability Test (JLCT)

- Practical Japanese Communication Test (PJC), JCB Bridge
  - \* If a certificate from the above tests cannot be provided, the "J-CAT" is also acceptable.
  - \*To enroll in specialized subjects in a degree course (excluding "Academic Japanese"), Japanese language proficiency equivalent to JLPT N2 or higher is required.

## **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 certificate of results for the Japanese Language Proficiency Test (JLPT) or other recognized tests.
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	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	Middle of February	Middle 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	*Late February	*Late 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	*Late March	*Middle of September	Arrival in Japan
10	April 1st	Last week of September	Enrollment at Kwassui Women's University

## Japanese Language Education Curriculum

Category	Course Name	Type	Credits	Weekly Hours	
			Elective	First	Second
1	Japanese I	Seminar	1	2	
	Japanese II	Seminar	1		2
	Japanese III	Seminar	1	2	
	Japanese IV	Seminar	1		2
2	Japanese for Beginners I (Conversation and Listening)	Lecture	2	2	
	Japanese for Beginners II (Kanji and Vocabulary)	Lecture	2	2	
	Japanese for Beginners III (Grammar)	Lecture	2	2	
	Japanese for Beginners IV (Reading )	Lecture	2	2	
	Pre-Intermediate Japanese I (Conversation and Listening)	Lecture	2		2
	Pre-Intermediate Japanese II (Kanji and Vocabulary)	Lecture	2		2
	Pre-Intermediate Japanese III (Grammar)	Lecture	2		2
	Pre-Intermediate Japanese IV (Reading)	Lecture	2		2
	Intermediate Japanese I (Conversation and Listening)	Lecture	2	2	
	Intermediate Japanese II (Kanji and Vocabulary)	Lecture	2	2	
	Intermediate Japanese III (Grammar)	Lecture	2	2	
	Intermediate Japanese IV (Reading)	Lecture	2	2	
	Intermediate Japanese V (Oral Expression)	Lecture	2	2	
	Pre-Advanced Japanese I (Conversation and Listening)	Lecture	2		2
	Pre-Advanced Japanese II (Kanji and Vocabulary)	Lecture	2		2
	Pre-Advanced Japanese III (Grammar)	Lecture	2		2
	Pre-Advanced Japanese IV (Reading)	Lecture	2		2
	Pre-Advanced Japanese V (Oral Expression)	Lecture	2		2

In addition to the courses offered by the International Student Exchange Center listed above, the university offers the following courses for international students.

Academic Japanese Ia
Academic Japanese Ib
Academic Japanese Ic
Academic Japanese IIa
Academic Japanese IIb
Academic Japanese IIc
Academic Japanese IIIa
Academic Japanese IIIb
Academic Japanese IVa
Academic Japanese IVb