

**Doshisha University**  
**The Institute for the Liberal Arts**  
**B.A. Program**  
**Application Guide 2027**

**A step-by-step guide to completing your application**

**This Guide is available for download on the website.**

**<https://ila.doshisha.ac.jp/ila/en/>**



**Doshisha University**

# CAN I APPLY?



## 1. ENGLISH LANGUAGE PROFICIENCY Do you satisfy ONE of the following?

1. Native speaker of English
2. Twelve or more years of education in English
3. TOEFL iBT® TEST
  - Applicants who took the test before January 20, 2026, must have achieved a total score of at least 85.
  - Applicants who took the test after January 21, 2026, must have achieved a total score of at least 4.5.
4. IELTS (Academic Module) 6.5
5. Duolingo English Test 120
6. ACT English test score 22 or above
7. SAT Digital SAT Evidence-Based Reading and writing 560

NO...



**NO.**

Please reconsider the ILA when your English has reached the required level.

**NO.**

Please reconsider the ILA when your educational background has reached the required level.  
or  
you may consider **Non-traditional Admission.** See page 4 and contact ILA office for details.

NO...



**YES!**

## 2. EDUCATIONAL BACKGROUND Will you satisfy ONE of the following at enrollment?

1. Twelve years of school education outside Japan
2. Graduation Diploma from a high school accredited by the Japanese Ministry of Education, Culture, Sports, Science and Technology
3. A university entrance qualification (IB, Abitur, French Baccalaureate, GCE A-levels, International A-levels, European Baccalaureate, etc.)
4. Twelve years of education at a WASC, CIS, ACSI, NEASC, Cognia or COBIS accredited international school

NO...



**YES!**

**YES,**  
you are eligible to apply as a **First-year Applicant.**

Can I apply as a transfer applicant?



## In addition to above educational background, Do you satisfy ONE of the following?

1. Two full academic years at ONE undergraduate degree conferring institution as a regular student
2. Graduation from two-year college



**YES!**

**YES,**  
you are eligible to apply as a **Transfer Applicant.**

There are a limited number of places for transfer students.  
Please contact the ILA office to confirm availability before applying.

All successful transfer applicants will be admitted as third-year students but the number of semesters to graduation will vary depending on the number of approved transfer credits.

**This chart is just for reference only.  
Please see the Application Guide for full details.**

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### **Application Deadlines and Schedule**

\* All dates and times are in Japan Standard Time (JST)

Entry	Application Period	Notification of Results	Payment of Initial School Fee
April 2027	August 3 – September 1, 2026 17 : 00	November 4, 2026	December 2, 2026
September 2027	January 12 – February 9, 2027 17 : 00	April 21, 2027	May 20, 2027

## Section A: Admission Process

### 1. Mission

The Institute for the Liberal Arts (ILA) at Doshisha University offers a Bachelor of Arts degree taught exclusively in English. The ILA aims to encourage students to develop their full intellectual and human potential within an international atmosphere. To do so, the ILA brings together a diverse group of faculty and students and encourages co-operative learning across the academic disciplines. With an intake of only 50 students per year, the ILA maintains an intimate and discussion-based learning environment while also being part of the larger Doshisha University. Students gain in-depth local knowledge about Kyoto and the Kansai region, and at the same time, master frameworks and methods that can be applied to the understanding of regional and global social, political and economic processes. The ILA hopes that academic and social skills acquired within this broad education will enable students to make significant contributions to their local communities, countries of residence, and global society.

### 2. Admission Policy

At the ILA we know that it would be simple to base our admission policy on quantifiable criteria. However, our educational mission demands that before we admit an applicant, we discover how that person might contribute to and benefit from the lively, academic, social, and extracurricular activity at the Institute and the University. For this reason, we ask each applicant to submit a range of documents that help us to select each incoming cohort of students. Within the larger University, the ILA student body is small (approximately 200 students divided over four years, with additional students studying in our classes from other departments and programs across the 29,000-student University, including exchange students from our worldwide network of partner universities).

#### ***The ideal student***

The ILA is dedicated to creating a community of students who are all committed to an interdisciplinary, liberal arts program of undergraduate education that is unique in its global outlook and local context. To achieve this, in our holistic application process we look for the following qualities in our applicants:

1. Linguistic skills that allow effective self-expression in both written and spoken forms.
2. A critical literacy enables both independent thinking and questioning of assumptions.
3. A diverse background with a multitude of educational and social experiences.
4. The maturity to take responsibility for academic learning and life in a new environment.
5. The intellectual curiosity to reflect upon global issues through the local lens of Japan.

#### ***Successful applicants***

In the past, successful applicants:

1. tended to be able to identify specific courses on offer and to link these with their personal and/or academic interests.
2. demonstrated a consistent ability to link their experiences and skills to discussions on world issues that they care about.
3. were already engaged in some kind of self-directed study, going beyond school supplied materials in building upon their passions and interests; and
4. were able to clearly articulate a link between personal experience and passion for the Liberal Arts.

The ILA assumes that all applicants have an excellent secondary school record. However, over and beyond a high GPA and outstanding standardized exam scores (typically, students accepted to the ILA have an IB

score of 32 or above, a Digital SAT score of 1300 or above, an ACT score of 25 or above, or three GCE A levels), most importantly we look for applicants who demonstrate a passion for the liberal arts program with an obvious and strong potential for contributing to the intellectual and social life of the Institute.

### 3. Concentration

Before you apply for the Liberal Arts program, it is important that you understand the relationship between the concentrations and the departments. All students at the ILA follow the same curriculum especially designed for the ILA program. However, on paper, each student is also registered in one of six faculties. The placement of faculty and department is only for administrative purposes and degree certificate issuance upon graduation (refer to the chart below). Applicants can number their first to third choice of concentration on the application system, but the final placement will be made by the University. Since each concentration has a limited number of places, all successful applicants will be apportioned to the concentration of their choice in order of their admission score. If the first (second) choice has already been filled, applicants will be placed in their second (third) choice. You will be notified of the concentration, faculty, and department to which you are admitted in the Notification of Acceptance. Once assigned, Doshisha University policy does **not** allow ILA students to change their concentrations, faculties, or departments.

Concentration	Faculty	Department
Japanese Society and Global Culture	Letters	English / Philosophy / Aesthetics and Art Theory / Cultural History / Japanese Literature
	Social Studies	Sociology / Social Welfare / Industrial Relations Media, Journalism and Communications / Education and Culture
Japanese Business and the Global Economy	Economics	Economics
	Commerce	Commerce
Japanese Politics and Global Studies	Law	Law / Political Science
	Policy Studies	Policy Studies

### 4. Official Date of Enrollment

The ILA follows the semester system. Our spring semester is from April 1 to September 20, and our fall semester is from September 21 to March 31.

Applicants applying for entry in April 2027 will officially enroll from April 1, 2027.

Applicants applying for entry in September 2027 will officially enroll from September 21, 2027.

### 5. Application Requirements

#### 1. English Language Proficiency

Applicants need to provide one of the proficiency or aptitude test scores listed below to verify their English language proficiency. Please note that submission of the test scores is exempted applicants who are native speakers of English and applicants with twelve or more years of education in English.

##### Proficiency Tests:

- TOEFL iBT® TEST (Institution Code: D680)
  - Applicants who took the test before January 20, 2026, must have achieved a total score of at least 85.
  - Applicants who took the test after January 21, 2026, must have achieved a total score of at least 4.5.

Please note that TOEFL iBT® Special Home Edition and TOEFL iBT® Home Edition scores are no

longer accepted. Only "Test Date Scores" are acceptable ("MyBest™ Scores" will not be considered in the admission process).

2. IELTS (Academic Module) 6.5 or above.  
IELTS on Computer (Academic Module) and IELTS for UKVI (Academic Module) are also accepted.  
IELTS online scores are not accepted.  
IELTS One Skill Retake scores are not accepted.
3. Duolingo English Test (overall score) 120 or above.

**Aptitude Tests:**

4. ACT English test score 22 or above (College Code: 9078).  
ACT Super score is not accepted.
5. SAT Digital SAT Evidence-Based Reading and writing 560 or above. (College Code: 7231).  
SAT Super score is not accepted.

## **2.Educational Background**

Applicants should satisfy one of the following requirements by the time of enrollment at Doshisha University:

- 1) Applicants should have completed twelve (12) years of school education (including successful graduation from an accredited high school) outside Japan (Formal primary and secondary school education for a total of eleven (11) years is acceptable only in those countries designated by the Japanese Ministry of Education, Culture, Sports, Science, and Technology).
- 2) Applicants should have graduated from a high school accredited by the Japan Ministry of Education, Culture, Sports, Science and Technology.
- 3) Applicants should possess a university entrance qualification such as the International Baccalaureate, Abitur, French Baccalaureate, General Certificate of Education Advanced Level (GCE A Level), International A-levels, or European Baccalaureate.
- 4) Applicants should have completed twelve (12) years of education at a WASC, CIS, ACSI, NEASC, Cognia or COBIS accredited international school.

### **Third-year transfer applicants**

In addition to one of the four requirements stated above for first-year applicants, third-year transfer applicants should satisfy one of the following requirements.

- 1) Applicants should have completed or be expected to complete two full academic years at ONE undergraduate degree-conferring institution as a regular student by the time of enrollment at Doshisha University.
- 2) Applicants should have graduated from a two-year college or be expected to graduate by the time of enrollment at Doshisha University.

**There are a limited number of places for transfer students. Please see news on the ILA website or contact the ILA office by email to confirm availability before applying.**

Applicants are only permitted to apply for one entry point (First-year or Third-year transfer) per admissions period.

### **Non-traditional Admission**

Admission to the ILA is also open for some candidates without an accredited high school diploma. Any applicant who wishes to apply as a non-traditional applicant must have their eligibility reviewed in advance and be recognized by Doshisha University as possessing an equivalent qualification to one of those stated above. If you feel you qualify for this option, please be sure to contact the ILA Office for details no later than three weeks before the application deadline.

## 6. Deadlines and Schedule

\* All dates and times are in Japan Standard Time (JST)

Entry	Application Period	Notification of Results	Payment of Initial School Fee
April 2027	August 3 – September 1, 2026 17 : 00	November 4, 2026	December 2, 2026
September 2027	January 12 – February 9, 2027 17 : 00	April 21, 2027	May 20, 2027

**Note:**

Please be sure to submit your application well before the deadline, as preparing the required documents may take time and a stable internet connection is necessary to access the online application system.

Please avoid last-minute submissions right before the deadline.

## 7. Application Method

The application process is to be completed via the online application system, and there are several documents that you must prepare in advance. Please carefully read this application guide and prepare all the required documents before the beginning of the application period. You can access the application system from the link below. Click on "Apply now!" after selecting either "A regular degree student" or "Third-year Transfer Student". (The page is available only during the application periods.)

<https://apply.ila.doshisha.ac.jp>

**Note:**

1. At the time of application, you can apply by uploading PDF versions of the original/certified documents following our online application process. However, at the time of enrollment successful applicants will be required to submit the originals of these documents as part of our enrollment procedures. If you are unable to do so by the designated deadline, you will be considered to have failed to meet our enrollment qualifications. Any discrepancies may result in the denial of your admission to the ILA.
2. You are not required to submit physical documentation of English test scores, but official score reports from each test organization are required at the time of application. Therefore, please register your test score on the official website of the test organization when applying so that we can verify your test score.
3. There may be important messages regarding your application process sent to the message section of the online application system as well as to your email address. Please make sure to check both regularly, as these messages may be filtered into your spam or junk folder. Please note that we cannot accept any claims such as being unable to proceed with the application process because messages were placed in a spam folder and therefore went unnoticed. We kindly ask you to pay careful attention to this.

## 8. Application Documents

### 1. Motivation (Statement of Purpose) Approximately 1200 words

Your motivation for applying to the ILA must be entered in the appropriate section of the online application. Read the Guidelines for the Motivation (Statement of Purpose) carefully.

<https://ila.doshisha.ac.jp/ila/en/admissions/statement-of-purpose.html>

### 2. Document(s) verifying your educational qualification (English or Japanese)

Prepare a PDF version of at least ONE of the following documents.

- Certificate of (expected) High School Graduation
  - Applicants who have completed their secondary education under the official curriculum in China are required to submit the **Verification Report of China Secondary Education Qualification Certificate** issued by **CSSD**, in addition to their **certificate of graduation** or **certificate of expected graduation**.
  - Applicants who have completed their secondary education in Hong Kong are required to submit the **Hong Kong Diploma of Secondary Education Examination (HKDSE) certificate**, in addition to their **certificate of graduation** or **certificate of expected graduation**.
- International Baccalaureate Diploma (A full IB diploma is required. An IB certificate is not acceptable. Predicted Grades are acceptable)
- A-LEVEL Results (Predicted Results are acceptable)
- Abitur Certificate
- French Baccalaureate Certificate
- International A-levels Certificate
- European Baccalaureate Certificate
- The prescribed form "Certificate of (Expected) Graduation" (if your High School does not issue an official certificate)
- Other documents proving your educational background

#### Third-year transfer applicants

In addition to one of the certificates listed above, prepare a PDF version of ONE of the following;

- Certificate of University Graduation (If you have already graduated from another university or college)
- Certificate of University Enrollment

#### Notes:

1. If you have completed (or are expected to complete) an educational program accredited by an international accreditation body (WASC, CIS, ACSI, NEASC, Cognia, or COBIS), please submit a PDF file containing a website URL that confirms the institution's accreditation by the relevant international body.
2. If you request your school to send your Certificate of (Expected) Graduation, Academic Transcript, or other documents directly to ILA, they must still arrive **no later than the application deadline**. Please make sure to submit your request to your school **well in advance**.

### 3. Academic Transcripts (English or Japanese)

Prepare a PDF version of an official High School Transcript(s). Grades for each year should be indicated. (Transcripts from junior high school or earlier are not required.)

If you are currently in high school, prepare your high school transcript(s) up to the most recent semester.

If you have taken any standardized tests (such as the SAT) or have any end-of-year academic progress reports, please also prepare these in addition to your high school transcript(s).

### **Third-year transfer applicants**

In addition to an official High School Transcript(s), prepare a PDF version of official University Transcript(s) up to the most recent semester (grades for all the courses you completed and the number of credits you earned should be indicated).

#### **Note:**

If you request your school to send your Certificate of (Expected) Graduation, Academic Transcript, or other documents directly to ILA, they must still arrive **no later than the application deadline**.

Please make sure to submit your request to your school **well in advance**.

**There are a limited number of places for transfer students. Please see News on the ILA website or contact the ILA office by email to confirm availability before applying.**

## **4. English Proficiency Score**

**Upload** a PDF version of one of the test scores listed below to verify your English language proficiency and complete **the direct delivery procedure** as well so that the score verification can be conducted by ILA. Only scores verified directly with the testing center before the application deadline will be accepted. All the test scores must be **no more than two years old at the time of the deadline**. The submission of test scores is not necessary for applicants who are **native speakers** of English and applicants with **twelve or more years of education** in English.

#### **Proficiency Tests:**

##### 1) TOEFL iBT® TEST

- Applicants who took the test before January 20, 2026, must have achieved a total score of at least 85.
  - Applicants who took the test after January 21, 2026, must have achieved a total score of at least 4.5.
- Please use TOEFL Access to arrange for your score data to be sent directly to Doshisha University ILA (Institution Code: D680). After that, convert your score report into a PDF and upload it to the online application system.

TOEFL iBT® Special Home Edition and TOEFL iBT® Home Edition scores are no longer accepted.

Only "Test Date Scores" are applicable for admission ("MyBest™ Scores" will not be considered in the admission process).

##### 2) IELTS Academic Module (6.5 or above)

IELTS on Computer (Academic Module) and IELTS for UKVI (Academic Module) are also accepted.

IELTS online scores are not accepted.

IELTS One Skill Retake scores are not accepted.

##### 3) Duolingo English Test: 120 or above

#### **Aptitude Tests:**

##### 4) ACT English test score 22 or above (College Code: 9078)

ACT Super score is not accepted.

##### 5) SAT Digital SAT Evidence-Based Reading and writing 560 or above (College Code: 7231)

SAT Super score is not accepted.

## 5. Letter of Reference (Recommendation) (English or Japanese)

**Only one** reference (recommendation) letter is required. This should preferably be written by a faculty or staff member at an educational institution that you attended who knows you and your academic goals well. (However, it does not necessarily have to be from a high school teacher. For example, letters from a language schoolteacher or a workplace supervisor are also acceptable.) Submit the letter through the application system.

### How to submit a reference letter via our application system

1. You enter your referee's name, email address and affiliation into the application system when applying.
2. The referee will automatically receive an email notifying them of your request.
3. The email contains the link to **the reference letter format**.
4. Once the referee fills out and submits the form, it will be sent directly to the ILA without passing through your school or yourself.

(You cannot see the contents of the reference letter, but you will be notified through a message on the application system when your referee submits the letter. )

<Attention>

Please note that your application will be disqualified, if the reference letter is submitted after the application deadline. Be sure to inform your referee to submit the letter well before the deadline.

## 6. Identification Documents

Prepare a PDF version of your passport. If you have multiple citizenships, upload **all** PDF versions. If you do not have a passport, an identification document issued by a government agency in your country will be accepted at the time of application. It must clearly show your name, nationality, date of birth in English. Please start preparing to obtain a passport as it is required to obtain your visa upon acceptance. If you are a non-Japanese resident of Japan, please also upload a PDF version of your **Residence Card** (both sides).

**Note:** The specifications of the Residence Card will be revised starting in June 2026. If you only have the Residence Card issued after the revision, please additionally submit a Certificate of Items Stated in the Resident Register (Juminhyo Kisajjiko Shomeisho).

## 7. Photographs

Prepare a color photograph file.

This will be used for academic and administrative purposes only (Student ID Card, etc.) upon acceptance.

\*The photograph must:

- Have an aspect ratio of 4:3
- Show only you, with no other individuals or animals included.
- Be in color, full front face without a hat, taken within three months, no background

**Note:** Do not edit or alter the image using photo apps or similar tools. If we are unable to verify your identity due to such modifications, you may be asked to resubmit your photo and application documents, and it may be regarded as improper conduct.

## 8. Evidence of Application Fee Payment

Pay the Application Fee and upload a copy of the Credit Card Results Page or the Remittance Receipt

issued by bank. For details, refer to pages 9-10.

**Note:** If the ILA determines that an applicant has submitted fraudulent documents/certificates, the applicant will be rejected, and the application fee will not be refunded.

## ◆ Important Notes on Application Documents ◆

### 1. Prescribed Forms

Please download, and print out all prescribed forms from the Institute for the Liberal Arts website:

<https://ila.doshisha.ac.jp/ila/en/admissions/application.html>

### 2. Translation of documents

If official documents such as Graduation Certificates and Academic transcripts (Transcripts of Grades) are issued in a language other than English or Japanese, it is the applicant's responsibility to prepare an English or Japanese translation officially notarized by an **official** organization, such as a foreign embassy in Japan or a Japanese Embassy abroad. If such notarized translations cannot be provided, an English or Japanese translation issued by the relevant school will be accepted, provided that it has the school's official seal. Translation by private company is not acceptable. However, even if the translation by private company, it may be accepted if the content has been reviewed and stamped by an official organization or the relevant school.

### 3. Notarized/Certified copies of original documents

All the application documents must be the PDF of the official document or the document which is notarized/certified by the relevant school, a foreign embassy in Japan, a Japanese embassy abroad, or a notary public.

## 9. Application Fee

The Application Fee of 15,000 yen (JPY) (non-refundable) must be paid before submitting the application.

(If the Application Fee is not paid within the application period, your application cannot be submitted.)

We strongly recommend that you make your payment by credit card.

However, if you cannot use credit cards, bank transfer is also acceptable.

### **Note:**

**In principle, the Application Fee is not refundable once remitted.**

### 1. Payment by credit card

The Application Fee can be paid by credit card on the Internet. (**e-shiharai**).

Please visit: <https://e-shiharai.net/ecard/> and chose "Examination fee".

### **Notes:**

1. In addition to the Application Fee, a transaction fee will be charged.
2. The cardholder's name does not need to be the same as the name of the applicant. However, please fill in the applicant's personal details on the Basic Information page.

3. After completing the transaction, please save the Result Page as a data file and upload it to the online application system.
4. If you forget to save the Result page, you can access it by entering your Receipt Number and your date of birth on the Application Results page.
5. An email confirming the transaction will be sent to the email address you registered.
  - The transaction is processed in Japanese yen.
  - The conversion rate at the time the transaction is processed by the processing center of the international affiliate of the credit card company will apply.
  - Please contact your credit card company for more details.
  - If your credit card transaction cannot be verified, please contact your credit card company directly.

## 2. Bank Transfer (Overseas Remittance)

\*We strongly recommend that you make your payment by credit card.

If remitting from abroad, the 2,500 yen (JPY) transaction fee charged by Japanese financial institutions must be paid by the applicant, making the total amount to be remitted 17,500 yen (JPY).

Transfer Type	Telegraphic Transfer
Payment	Advise and credit
Transfer Charge	Local charges borne by remitter & overseas charges by beneficiary [SHA]
Currency	Japanese Yen (JPY)
Amount	17,500 yen
Beneficiary Bank	SUMITOMO MITSUI BANKING CORPORATION
Branch	Lavender
Bank Address	8 Naginataboko-cho, Karasuma-higashiiru, Shijo-dori, Shimogyo-ku, Kyoto, 600-8008, JAPAN
SWIFT Address	SMBCJPJT
Account Type	Ordinary Account (Savings Account)
Account Number	976-0100114
Account Holder	Doshisha University

### Notes

- The remittance must be made at a bank teller. Remittance via Internet Banking is not acceptable.
- The remittance must be made in the name of the applicant.
- Any transaction charges from banks in the applicant's home country must be paid by the applicant.
- For Account Holder, please do not enter anything other than "Doshisha University".
- Please pay your transfer charge through "SHA", not "OUR". You will be charged an extra 2,500 yen (JPY) if you pay by "OUR".
- Please upload the remittance receipt bearing the authorization of the bank at which the money was remitted with the other application documents.

## 3. Domestic Bank Transfer (only from inside Japan)

The Application Fee can be paid at a bank using the prescribed form (You can download from the ILA website) for remittance and by telegraphic transfer.

Please upload the remittance receipt bearing the authorization of the bank onto the form "Remittance Receipt" and **send the original receipt to the ILA office by mail**. A remittance made from the headquarters or branch of one of the designated financial institutions listed in the prescribed remittance forms will not be charged a transaction fee. \*We do not accept remittances from ATMs or from the Japan Post Bank.

## 10. Document Screening and Video Interviews

Once your application is received, it is screened to ensure that all documents are in order, and all sections of the application are completed in full. Please be aware that incomplete applications may be disqualified. After submitting your application and supporting documents, you will be asked to submit a series of short, recorded videos. An invitation message with a link to the video interview will be sent via the application system. These video interviews are a chance for you to represent yourself as a good candidate for the ILA. You will get the chance to explain your motivation for studying at Doshisha and at the ILA. These videos will assess your motivation and commitment to our liberal arts program; familiarity with current events and academic topics; intellectual curiosity; social aptitude and leadership; academic and scholastic capacity; and communication skills. \*For further information regarding the video interviews, please refer to information at the following link <https://ila.doshisha.ac.jp/files/ila/news/videointerview2.pdf>. (We cannot answer questions regarding the content of the video interview questions.)

Once your video interviews are submitted, your application is thoroughly evaluated and graded by faculty members. Professors carefully assess your personal statement, transcripts, recommendation letters, and video interviews. If the ILA determines that an applicant has committed a fraudulent act during the screening process, including but not limited to plagiarism or the use of AI-generated content, the applicant will be rejected, and the application fee will not be refunded.

Regarding the video interview, please note that the deadline, once set, cannot be extended under any circumstances. Please check the invitation email carefully and make sure to complete the interview by the deadline.

## 11. Notification of Acceptance

Applicants will be notified of the results via message on the online application system.

Notification of Acceptance will also be sent to successful applicants by postal mail or international courier on the date below. Instructions for the initial registration procedures will be enclosed with the Notification of Acceptance.

After confirming your Concentration, Faculty and Department, remember to pay the Initial Registration Fee by the payment deadline.

- Refer to Section B,2.Registration Procedures (page 13).
- Those who do not complete the procedures by the deadline will be denied admission.

Entry	Notification of Results
April 2027	November 4, 2026
September 2027	April 21, 2027

\*Except for inquiries regarding delivery delays, we cannot respond to any inquiries regarding admission decisions.

\* The University shall not be liable for any circumstances occurring in the course of delivery of the results including, but not limited to, lost mail and compromise of personal information.

## 12. Applicants with Special Needs

Doshisha University endeavors to offer reasonable accommodation for students with disabilities.

All applicants will be judged for their academic suitability to study at the ILA in separation from any discussion of the applicant's other needs. However, the University has a duty of care to all staff and students and so

therefore cannot always guarantee to provide for the needs of every individual. For the University to better assess the needs of individual applicants with disabilities, we strongly suggest that an applicant who may require support in the screening process, or in conducting their studies in general if admitted, to please consult directly with the ILA Office well before submitting their application, optimally at least one month in advance of the deadline.

### **13. Protection of Personal Information**

In compliance with the “Act on the Protection of Personal Information,” Doshisha University established “Basic Policy on Protection of Personal Information” and “Regulations on the Protection of Personal Information.” Based on these Act and policies for safeguarding personal information, the University will handle personal information securely and properly, and is dedicated to preventing any leaks, divulgence or unauthorized use of personal information collected by applicants.

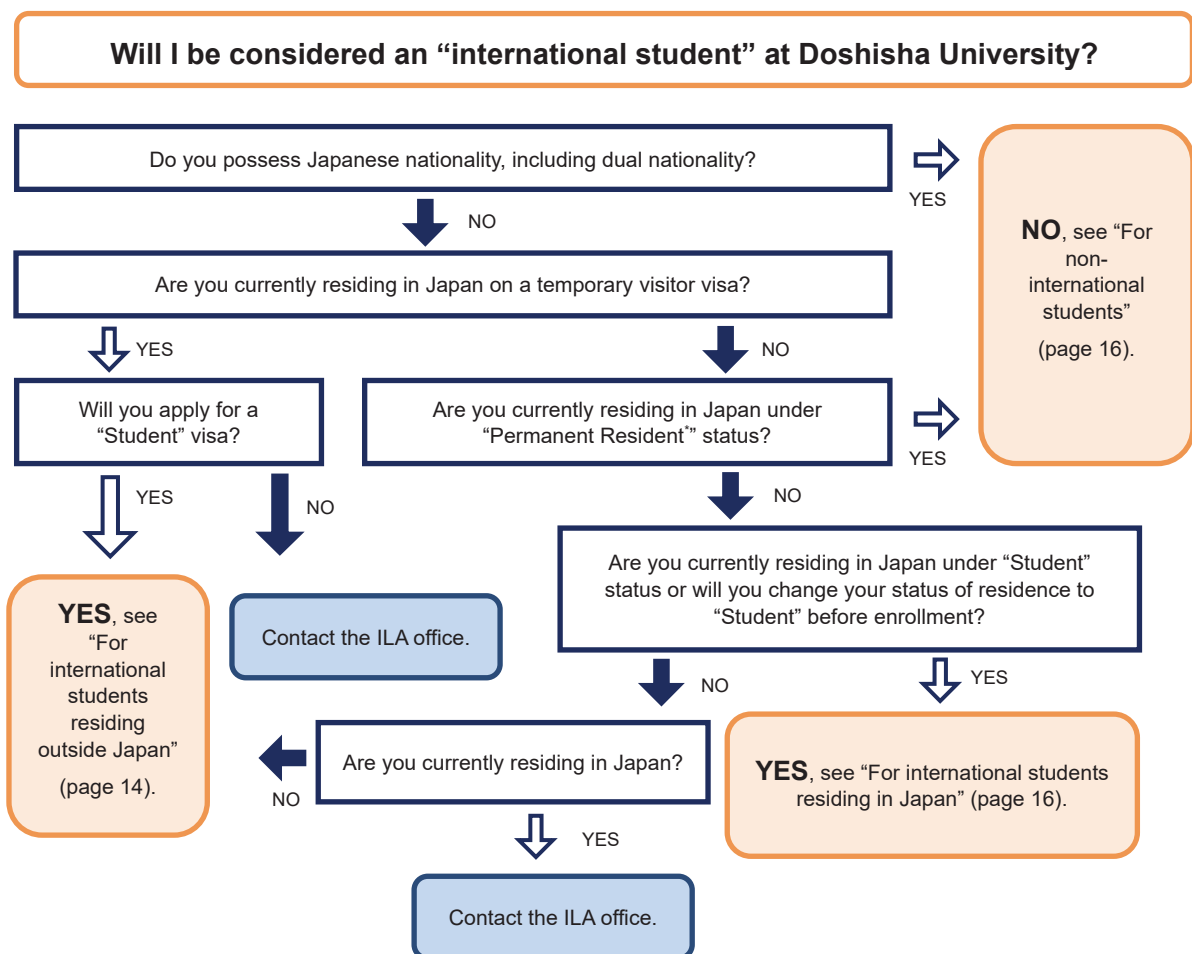
We ensure that personal identifiable information, including address, name, birthdate and photo of applicants, collected during application procedure will be used for the purpose of implementing entrance examination, handling admission management for students to be enrolled (such as admission procedure and scholarship selection), instructing students after enrollment and any other purpose related to such matters. Personal information will also be used for the purpose of making various statistics of entrance examinations in a way where personal information cannot be identified. Information pertaining to application trends will be analyzed and used to improve the admissions system and admissions publicity. The University may entrust another party with a part of the matters mentioned above. In this case, we ensure that personal information will be handled and protected appropriately under contract, or equivalent, made between the University and another party.

## Section B: Registration Procedures

### 1. Overview

Upon acceptance, applicants should complete the following procedures. Admission will be denied if the applicant does not complete these procedures by the appropriate deadlines. Please refer to the instructions for initial registration procedures enclosed in the Letter of Acceptance for further details and contact the office for queries using the contact details on page 19.

International students enrolled at Doshisha University are required to hold a Status of Residence (a Student Visa) as prescribed in Appendix 1 of the Immigration Control and Refugee Recognition Act. International students cannot remain enrolled at the University with a Temporary Visitor Visa. Registration procedures for international students are handled by the Office of International Students.



\* "Permanent Resident" status refers to: ①Special Permanent Resident ②Permanent Resident ③Spouse or Child of a Permanent or Special Permanent Resident (see Appendix 2 of the Immigration Control and Refugee Recognition Act).

## 2. Initial Registration Procedures (Payment Fees)

Accepted applicants should complete the following steps.

Further details regarding the method and amount of payment will be enclosed with the Notification of Acceptance.

Those who do not complete the initial registration procedures by the deadline will be denied admission.

### 1. For international students residing outside Japan

\* All dates are in Japan Standard Time (JST)

Entry	Notification of Results	Payment Deadline
April 2027	November 4, 2026	December 2, 2026
September 2027	April 21, 2027	May 20, 2027

Accepted applicants must pay the prescribed amount of the initial registration fee by the deadline stated above. Applicants are also required to submit all necessary documents including documents related to funding indicated on page 15 to the Office of International Students who will then act as your proxy to obtain a Certificate of Eligibility for a Status of Residence (Student) in Japan from the Immigration Bureau at the Ministry of Justice. Please refer to the guide for initial registration procedures for details on required documents.

After the Office of International Students receives the Certificate of Eligibility from the Immigration Bureau at the Ministry of Justice, the Certificate of Eligibility and an Admission Certificate will be sent to the applicant. Upon receiving the Certificate of Eligibility and the Admission Certificate, the applicant must apply for a Status of Residence (Student) by bringing these documents to the Japanese Embassy or a Japanese Consulate in one's home country.

[Overview]

Japanese Embassy	Applicant	Doshisha University (Office of International Students)	Ministry of Justice
	Remit Initial Registration Fee	> Confirm receipt of fees	
	Submit documents required for application for Certificate of Eligibility	> Apply by proxy for Certificate of Eligibility	>
			< Issue Certificate of Eligibility
		< Send Certificate of Eligibility and Admission Certificate	
	< Apply to Embassy for a visa (Student)		
< Issue a visa (Student)	> Move to Kyoto, Japan	<	

#### Note:

-In certain cases, this application process may need to be modified depending on changes in the Japanese Immigration Office regulations. The University will notify successful applicants of any changes.

-If you overpay the transaction fee etc. when paying Initial Registration Fee by overseas remittance, the excess amount will be deducted from the tuition fee of the following semester.

## ◆ Documents Related to Funding to Obtain a Certificate of Eligibility ◆

Be sure to check the details in the enrollment documents enclosed with your notification of acceptance.

< Documents to be submitted >

1. A copy of the applicant's passport
2. Photograph of the applicant
3. Documents proving the applicant's ability to pay for one year's expenses (tuition and living expenses) necessary for the applicant's stay in Japan

Please select the appropriate payment method from options 1) to 3) below and submit the required documents.

### 1) If the applicant supplies the funds by him/herself:

- Bank Account Balance Statement (Bank Certificate) in the applicant's name (the balance statement should show sufficient funds to cover the School Fees for one year + a minimum of ¥100,000 x 12 months to cover living expenses. **It should be issued by a bank which is able to transfer the funds to Japan in Japanese yen).**

\*If you are utilizing a scholarship, please submit a copy of the scholarship decision letter or contract (with the amount received, expected period of receipt, and granting agency clearly indicated).

### 2) If a family member or a relative of the applicant supplies the funds:

- Statement of Financial Support
- Bank Account Balance Statement (Bank Certificate) in the financial sponsor's name (the balance statement should show sufficient funds to cover the School Fees for one year + a minimum of ¥100,000 x 12 months to cover living expenses. **It should be issued by a bank which is able to transfer the funds to Japan in Japanese yen).**
- A document that indicates the total annual income of the financial sponsor (such as a certificate of withholding tax, a copy of the final tax return, a municipal tax taxation certificate, or an income tax payment certificate—any one of these).
- A copy of the sponsor's ID (passport, etc.)

### 3) If a sponsor residing in Japan supplies the funds:

- Statement of Financial Support
- A document that indicates the total annual income of the financial sponsor (such as a certificate of withholding tax, a copy of the final tax return, a municipal tax taxation certificate, or an income tax payment certificate—any one of these).
- Certificate of residence of the person responsible for paying expenses

\* If you have multiple sponsors, submit the required documents for all of them.

\* If you have any questions regarding the documents related to funding, contact the Section for International Admissions, the Office of International Students(OIS) (Imadegawa Campus).

Please note: These regulations are subject to change by the Japanese Government.

## 2. For international students residing in Japan 【Two installments】

\* All dates are in Japan Standard Time (JST)

Entry	Notification of Results	[Step 1] Payment Deadline (Registration Fee*)	[Step 2] Period of Payment
April 2027	November 4, 2026	December 2, 2026	February 4 – March 2, 2027
September 2027	April 21, 2027	May 20, 2027	August 9 – August 25, 2027

[Step 1] Applicants must pay the Registration Fee\* by the deadline stated above.

[Step 2] Applicants will then be required to complete payment of the remaining amount of the initial School Fees (Tuition and Facilities Fees of the first semester) during the period of payment.

**Please note that you may have to extend or change your visa status. In this case you will require the Admission Certificate from the Office of International Students, and this can only be issued after the Initial School Fees have been paid in full.**

\* Once the [Step 2] is completed, “Registration Fee” will be referred to as the “Admission Fee”.

[Overview]

Step	Ministry of Justice	Applicant	Doshisha University (Office of International Students)
1		Pay Registration Fee	> Confirm receipt of fees
2		Pay remaining fees	> Confirm receipt of fees
3	Approve extension or change of visa status	< Apply for extension or change of visa status, if necessary	< Send Admission Certificate
		> Move to Kyoto, if necessary	

### Notes:

1. International students enrolled at Doshisha University are required to hold a Status of Residence (a Student Visa) as prescribed in Appendix 1 of the Immigration Control and Refugee Recognition Act. International students cannot remain enrolled at the University with a Temporary Visitor Visa.
2. Permission for the Certificate of Eligibility is granted by the Ministry of Justice. The University can take no responsibility if this is not granted. When such permission is not granted, or unexpected expenses are incurred due to any reason, such as the delay in the issuance of CoE, the University takes no responsibility. The University reserves the right to cancel the admission of applicants who have failed to obtain a Certificate of Eligibility. Those who have lost their Status of Residence during the period of their enrollment may not remain enrolled at the University.

## 3. For non-international students 【Two installments】

\* All dates are in Japan Standard Time (JST)

Entry	Notification of Results	[Step 1] Payment Deadline (Registration Fee*)	[Step 2] Period of Payment
April 2027	November 4, 2026	December 2, 2026	February 4 – March 2, 2027
September 2027	April 21, 2027	May 20, 2027	August 9 – August 25, 2027

[Step 1] Applicants must pay the Registration Fee\* by the deadline stated above.

[Step 2] Applicants will be then required to complete payment of the remaining amount of the initial School Fees (Tuition and Facilities Fees of the first semester) during the period of payment.

\* Once the [Step 2] is completed, “Registration Fee” will be referred to as the “Admission Fee”.

### **[Important note]**

- The Admission Fee (200,000 yen (JPY)) will not be refunded under any circumstances.
- Any cancellation of registration after completing the (initial) registration procedure is permitted only if the applicant goes through the prescribed cancellation procedure by the date below. In that case, the remaining amount of the Initial School Fees (Tuition and Facilities Fees for the first semester) will be refunded to the applicant. Details will be enclosed with the Notification of Acceptance.

Entry	Enrollment Cancellation Deadline
April 2027	March 31, 2027
September 2027	September 20, 2027 (*Note 2)

#### Notes

1. Doshisha University reserves the right to cancel the admission of applicants whose application or initial registration documents are incomplete or contain false statements.
2. As September 20, 2027, falls on a national holiday, please confirm with the post office that the postmark will be dated on or before September 20 if you submit the document close to the deadline.

### **3. School Fees**

The School Fees for the 2027 academic year will be announced on the website when determined.

URL: [https://ila.doshisha.ac.jp/ila/en/admissions/fees\\_scholarships.html](https://ila.doshisha.ac.jp/ila/en/admissions/fees_scholarships.html)

Undergraduate First- year Students (For Reference Only: AY 2026 Entry) (unit: Japanese yen)

	Initial School Fees	School Fees (annual)			
		1 <sup>st</sup> year	2 <sup>nd</sup> year	3 <sup>rd</sup> year	4 <sup>th</sup> year
Admission Fee	200,000	200,000	---	---	---
Tuition	401,500	803,000	1,003,000	1,003,000	1,003,000
Facilities Fee	83,500	167,000	167,000	167,000	167,000
Total	685,000	1,170,000	1,170,000	1,170,000	1,170,000

Undergraduate Third- year Students (AY 2027 Entry) (unit: Japanese yen)

	Initial School Fees	School Fees (annual)	
		3 <sup>rd</sup> year	4 <sup>th</sup> year
Admission Fee	200,000	200,000	---
Tuition	491,500	983,000	983,000
Facilities Fee	82,500	165,000	165,000
Total	774,000	1,348,000	1,148,000

- 1) The Admission Fee is charged in the initial year only.
- 2) One half of each of the annual Tuition and Facilities Fee is charged in the Spring and Fall Semesters respectively.
- 3) The Initial School Fees are the total of the Admission Fee and the Tuition and Facilities Fees for the first semester.
- 4) In addition to the above, the Alumni Association Fee will be charged in the fourth year.

## 4. Scholarships

### **Doshisha Merit Scholarship**

Doshisha Merit Scholarships reduce the financial burden on international students who excel academically to enhance their studies at the University. Students with a “Student” Visa may receive a tuition reduction. There is no extra procedure for applying for this scholarship, as eligible applicants are automatically considered. (In some cases, however, students who have a non-Japanese nationality may receive the scholarship offer, even if they do not have a “Student” Visa). This scholarship is offered for two years, based on the student’s admission result. In third and fourth years, whether the tuition reduction is awarded or not will be determined based on the student’s grades during the previous years of study. Therefore, appropriate financial planning for the entire four years taking this into consideration is recommended. The amount of reduction will be notified with the Notification of Acceptance sent by mail, only if the applicant is awarded the scholarship. (Requests to change categories cannot be accepted.)

#### *<The amount of each category>*

*\*The following amounts are the annual grant. After half of each amount is deducted from the tuition for each semester, the remaining amount will be billed.*

- Category **S**: Equivalent to full amount of tuition for each year of enrollment  
(depending on the year of entry)
- Category **A**: ¥ 460,000
- Category **C**: ¥ 190,000

For other scholarships offered while studying at Doshisha, please refer to webpages below:

- International students: <https://ois.doshisha.ac.jp/ois/en/scholarships/merit.html>
- Other students: <https://www.doshisha.ac.jp/scholarships/> (Japanese language).

## Contact Details

### The Institute for the Liberal Arts (ILA) Office (Shikokan, Karasuma Campus)

Doshisha University

Kamidachiuri-agaru, Karasuma-dori

Kamigyo-ku, Kyoto, 602-0898, Japan

TEL: +81-75-251-3302 / FAX: +81-75-251-3304 / Email: [ji-ila@mail.doshisha.ac.jp](mailto:ji-ila@mail.doshisha.ac.jp)

### <Address in Japanese>

〒602-0898 京都市上京区烏丸通上立売上る

同志社大学 国際教育インスティテュート事務室

### Inquiries regarding Status of Residence, CoE and scholarships for international students

### Office of International Students (Fusokan, Imadegawa Campus)

Doshisha University

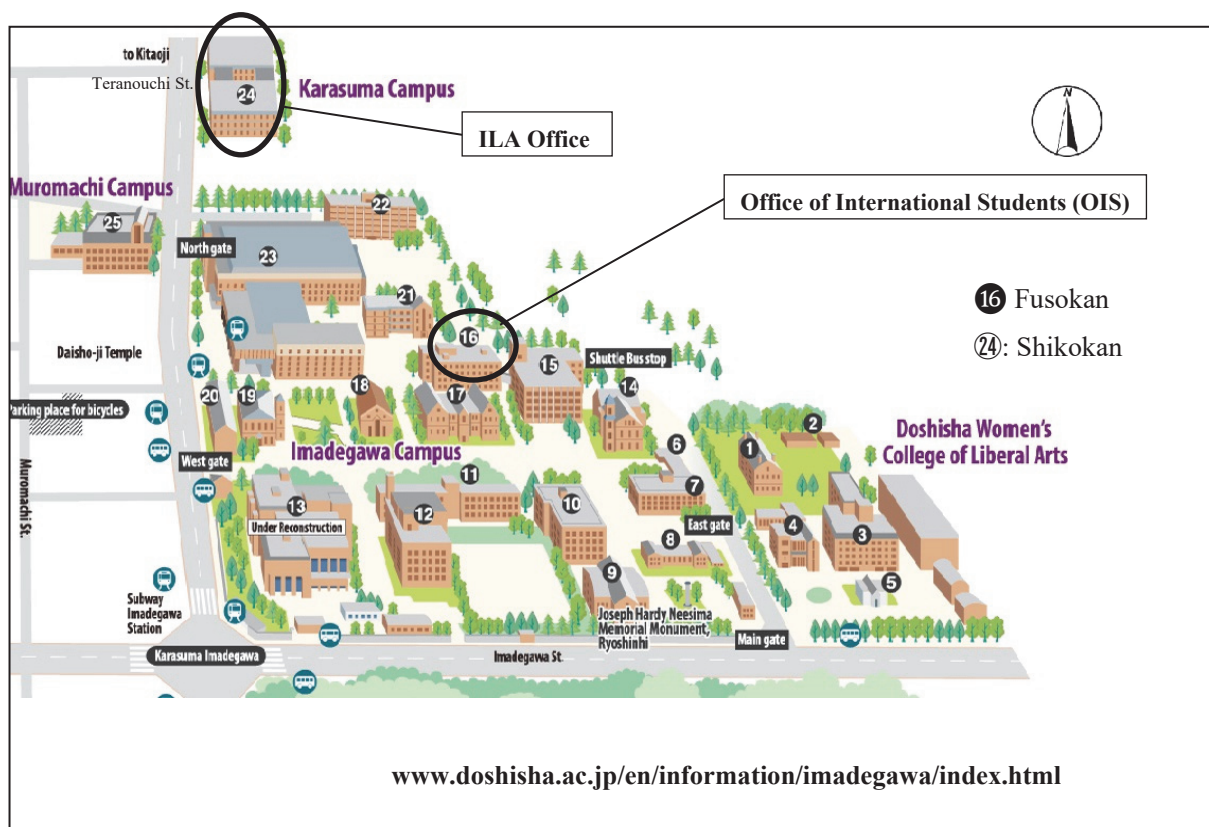
Karasuma-Higashi-iru, Imadegawa-dori

Kamigyo-ku, Kyoto, 602-8580, Japan

TEL: +81-75-251-3257 / FAX: +81-75-251-3123 / Email: [ji-intad@mail.doshisha.ac.jp](mailto:ji-intad@mail.doshisha.ac.jp)

Hours: 9:00 a.m. ~ 11:30 a.m. and 12:30 p.m. ~ 5:00 p.m. (Monday through Friday except holidays, November 29 and December 25)

Our offices are closed from August 10, August 12 to August 14, 2026, from December 29, 2026, to January 5, 2027, and from April 29 to May 5, 2027. We will be unable to answer phone and email inquiries during this period.





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