

Pre-arrival Special Recommendation

1. Summary

- The Pre-arrival Special Recommendation system provides non-Japanese students living overseas an opportunity for admission to Science Tokyo without having to take the entrance examination in Japan, on the condition that they receive a recommendation from a department that uses this system.
- Only the Department of Transdisciplinary Science and Engineering within the School of Environment and Society accepts applications, and only grants a recommendation to a small number of successful applicants.
- If you have applied for the Pre-arrival Special Recommendation system, you cannot apply for the Special Selection for Privately Funded International Students Application nor can you cancel your application after it has been accepted.
- Students admitted on recommendation will be affiliated to the Department of Transdisciplinary Science and Engineering when they choose department affiliation in the second year of the bachelor's degree program.

2. Eligibility

Applicants must satisfy requirements (1), (2) and (3):

- (1) Applicant does not have Japanese nationality and their registered permanent residence is outside Japan.
(2) Applicant possesses a “Student” (*ryugaku*) Status of Residence or intends to acquire a “Student” (*ryugaku*) status by the time of their enrollment, and falls under one of the three categories below:

- ① Completed or is expecting to complete a 12-year regular education outside of Japan by March 31, 2025 (excluding Japanese programs located outside of Japan that have been recognized by the Minister of Education, Culture, Sports, Science and Technology (hereinafter referred to as “the Minister”) as an equivalent to a Japanese high school program), or are designated by the Minister (see Note 1)
 - ② Obtained one of the following qualifications outside Japan
 - Diploma granted by the International Baccalaureate, a foundation established under the Swiss Civil Code.
 - Abitur certification, a qualification for university entrance recognized by each state of the Federal Republic of Germany.
 - International Baccalaureate Diploma, a qualification for university entrance recognized by the French Republic.
 - General Certificate of Education Advanced Level (GCE A Level) or International General Certificate of Education Advanced Level (International A Level), a qualification for university entrance recognized in the United Kingdom and other countries.
 - European Baccalaureate Diploma, a qualification for university entrance recognized by the member states of the European Union.
 - ③ Completed or is expected to complete a 12-year program at an educational institution accredited by international accrediting agencies (WASC, ACSI, CIS, NEASC, Cognia) for educational activities, etc. by March 31, 2025.
- (3) Those who have taken the Examination for Japanese University Admission for International Students (EJU) sponsored by Japan Student Services Organization (JASSO) for three science subjects (Physics, Chemistry, and Mathematics Course 2) in FY 2024 (in either Japanese or English), and scored at least 350 out of 400 points in total on science subjects (Limited to scores from exams held in June 2024 or November 2024.) Note that taking the exam for Japanese Language (Writing, Reading Comprehension, Listening, and Listening-reading Comprehension) is optional.

Note 1: “Persons who are designated by the Ministry” refers to the persons specified under Bulletin Number 153 issued by the Ministry of Education in 1981.

3. Applying for the recommendation

Individuals applying for the Pre-arrival Special Recommendation must send an email (nyu.gak@jim.titech.ac.jp) to the Admissions Division, Ookayama Campus, following the directions below.

Applications open Thursday, December 12, 2024, and close Wednesday, December 18, 2024.

Submit these supporting documents:

- ① Special Selection for Privately Funded International Students Application for Pre-arrival Special Recommendation

*Download the application from the “Prospective Students” section of the Science Tokyo website and fill in the required information.

② EJU examination voucher (for a June or November 2024 examination) in PDF format

Subject line: FY 2025 Application for Pre-arrival Special Recommendation (Applicant’s name in English)

Text: Applicant’s name must be included.

Once the review is complete, results will be sent to applicants via email on Monday, December 23, 2024.

4. Application documents

Those who have been accepted for the recommendation must send the documents listed in the chart below to the Admissions Division, Ookayama Campus by EMS or other trackable delivery method to arrive by Friday, December 27, 2024.

Science Tokyo will not respond to inquiries about the receipt of sent documents. Check with the delivery service using the assigned tracking number.

Application documents	Notes	
1. Application Form for Pre-arrival Admission*1	Fill in the required information inside the bold lines, either by using a PC, or by hand using a black ballpoint pen. Attach a printed photograph or digital photo data ² .	
2. Entrance Examination Card (for Pre-arrival Admission) and Photograph Card (for Pre-arrival Admission)*1	Fill in the required information inside the bold lines, either by using a PC, or by hand using a black ballpoint pen. Attach a printed photograph or digital photo data ¹ .	
3. Academic transcript	Transcripts of all three years of study in a program equivalent to a Japanese high school (12 years of regular schooling as defined by the government).	Submit only official documents issued by your school and certified by the head of the school. Photocopies are not allowed. If it is not possible to submit the original document, you may submit a copy that has been certified by an official organization (e.g., an embassy etc.) instead. Note that Science Tokyo does not provide a certification service.
4. Certificate of Graduation	Attach a certificate of graduation or other document that proves applicant eligibility.	
5. Examination for Japanese University Admission for International Students (EJU)	Attach a photocopy of your EJU examination voucher (the score sheet is not required).	
6. Passport photocopy	If you do not currently hold a passport, you may attach a copy of the receipt showing that your passport application is pending.	
7. Application fee JPY 17,000	After paying the application fee at the application fee payment site (https://e-shiharai.net/english/), print out and attach the “Result (Application Completed)” page.	

*1: Please download the form from Science Tokyo's webpage for prospective students, and fill out the required information.

*2: Affix your photo for identification, ensuring the following specifications are met: 4:3 aspect ratio, Upper body, front-facing, with nothing covering the head or face and taken within the last 3 months.

Note: Application fee is JPY 17,000.

The payment website URL and details about payment methods will be provided when applicants are notified of the results.

5. Points to note about applications

- (1) Applications that are incomplete or missing any supporting documents will be rejected.
- (2) No changes can be made to documents after the application has been submitted. Also, submitted documents cannot be returned under any circumstances.
- (3) Acceptance/admission may be cancelled at any time if application documents are found to contain fraudulent information.
- (4) Once the entrance examination fee is paid, it will not be refunded for any reason after the application has been accepted.
- (5) Applicants who have applied for the Pre-arrival Special Recommendation may not also apply for selection.

6. Selection procedure

Admission decisions for those accepted for the recommendation are made based on a comprehensive review of the applicant's Examination for Japanese University Admission for International Students (EJU) results in three science subjects and an interview (to be conducted online). Interviews will be conducted between early and late January. Details will be provided by email to successful recommendation recipients.

7. Other information

In consideration of the time required for procedures to enter Japan, such as obtaining a Status of Residence, successful applicants will be notified of the selection results via email by Friday, January 31, 2025. Note that depending on the timing of the interview, acceptance emails may be sent as late as mid-February.

8. Important dates

Applying for the recommendation	December 12 - December 18, 2024
Result of the recommendation	December 23, 2024
Submission of Application Documents	By December 27, 2024.
Admissions Results Announcement	By January 31, 2025. Note that depending on the timing of the interview, as late as mid-February.
Enrollment Procedures	March 21, 2025
Start of the Semester	April 1, 2025

9. Tuition & Fees

Enrollment Fee	JPY 282,000
Tuition per year	JPY 635,400

Note: Enrollment and tuition fees are subject to change.

Exemptions and postponements for enrollment fee and tuition are possible.

Students who are interested to apply for an exemption or postponement must submit the relevant application form, which can be found in the enrollment procedure packet.

10. Visa Application Procedure

The Visa Consulting Service entrusted by Science Tokyo will assist in applying for the Certificate of Eligibility, which is necessary for obtaining a Japanese visa. Further details will be provided together with the Notification of Admission Results at a later time.

11. Prevention of Infectious Diseases

To manage the risk of infectious diseases at the Institute, international students (including those from other domestic universities, technical colleges, and Japanese language schools) who have passed the entrance exam, are urged to submit a health certificate signed by a physician in the last three months before enrollment. Please

refer to the following site for details.

○ [Measures to help control infection for international students](#)

12. Inquiries

Undergraduate Admissions Group, Admissions Division, Student Services Department

Institute of Science Tokyo

2-12-1 W8-103 Ookayama, Meguro-ku, Tokyo 152-8550 JAPAN

Email: nyu.gak@jim.titech.ac.jp

Examinee number	Admissions Office use only
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Application Form for Pre-arrival Admission

Fill in the part inside the bolded line.

Full name in English	(LAST) (FIRST) (MIDDLE)	(Photo) 4 x 3 cm photo taken within the last 3 months. Upper body, front-facing, with nothing covering the head or face. Attaching a digital photo is also acceptable.
Full name in your native language	() Male • Female	
Date of birth	(YYYY/MM/DD) (Age as of April 1, 2025:)	
Current address	〒 Mobile phone number: Home phone number:	
Email address		Nationality
Emergency contact in Japan (not required if you have no contacts in Japan)	Name: Address: 〒 Mobile phone number: Home phone number:	
Most recent education and graduation date	Location (country) of your school:	Years of education from elementary school to high school graduation: _____ years
	School name: Graduation date: Graduated / Expected to graduate (circle one)	
Intended department	Department of Transdisciplinary Science and Engineering	
Examination for Japanese University Admission for International Students (EJU) * Only the results of either the June or November 2024 examinations can be used.	EJU Examinee number: _____ * _____ *	
	Japanese (Writing, reading comprehension, listening and listening-reading comprehension) Total score: _____ * Leave blank if you have not taken the exam or have not received the results yet.	
	Basic science (Physics, Chemistry, and Math Course 2 with a total score of at least 350 out of 400) Total score: _____ * Leave blank if you have not received the results yet.	

*Please make sure to fill out the reverse side as well.

Academic background

		School name and location (country and city)	Dates of admission and graduation (YYYY / MM)	Number of years enrolled
Elementary education		School name:	Admission:	Years
		Location:	Graduation:	
Secondary education	Lower secondary school	School name:	Admission:	Years
		Location:	Graduation:	
	Upper secondary school	School name:	Admission:	Years
		Location:	Graduation:	
Higher education (university), etc.*		School name:	Admission:	Years
		Location:	Graduation:	
Japanese language schools, etc.		School name:	Admission:	Years
		Location:	Graduation:	

* Please include any academic background that does not fit into other categories/columns.

Work experience

Company name and location (country and city)	Dates joined and left (YYYY / MM)	Years employed
Name:	Joined:	years
Location:	Left:	
Name:	Joined:	years
Location:	Left:	
Name:	Joined:	years
Location:	Left:	

Qualifications

Date qualified (YYYY/MM)	Qualification

FY 2025 Institute of Science Tokyo
Special Selection for Privately Funded International Students
Entrance Examination Card (for Pre-arrival Admission)

Do not fill in the box marked *

Examinee number*	
Name	
Date of birth	

(Do not tear off.)

FY 2025 Institute of Science Tokyo
Special Selection for Privately Funded International Students
Photograph Card (for Pre-arrival Admission)

Do not fill in the box marked *

Examinee number*		
Name		(Attach photo) <div style="border: 1px solid black; padding: 5px; margin: 5px 0;">4 x 3 cm photo taken within 3 months. Upper body, front-facing, with nothing covering the head or face. Use the same photo as the one attached to the application form.</div>
Date of birth		