

2010 Academic Year

Graduate School of Political Science,
Waseda University
Admission Application Guideline

Master's Course

Global Political Economy Course, Global Japanese Political Economy Program

For foreign students (applicants from abroad) enrolling in September 2010

Waseda University

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1. Master's Program: G Political Science Course, Global Japanese Political Economy Program

In the Graduate School of Political Science, we recruit students for the Master's Program by course — “Political Science Course,” “Journalism Course,” and “Global Political Economy Course.” This guide is a guide on admissions into the Global Japanese Political Economy Program in the Global Political Economy Course.

Course		Degree
Political Science Course	Contemporary Politics	Master's (Political Science)
	Political Thought	
	Comparative Politics	
	International Relations	
	Public Policy	
Global Political Economy Course	Global Japanese Political Economy Program	Master's (Global Political Economy)
Journalism Course		Master's (Journalism)

2. Schedule for Foreign Students (Applicants from Abroad)

Procedure, etc.	Period
Period for submitting preliminary applications	January 18 (Monday) to February 19 (Friday), 2010 *Applications are to be submitted to International Admissions Office.
Notification of preliminary application results	Early March 2010 *Results will be sent from International Admissions Office.
Period for submitting actual applications	April 9, 2010 (Friday) to April 15 (Thursday) *Applications are to be submitted to the Graduate School of Political Science
Period for transferring examination fee	April 6 (Tuesday) to April 15 (Thursday), 2010
Screening period	April 20 (Tuesday) to June 16 (Wednesday), 2010
Notification of successful applicants	June 17, 2010 (Thursday)
Period for enrollment procedures	June 25 (Friday) to June 30 (Wednesday), 2010

(Note): If taking this entrance examination, it is necessary to submit an application to the Waseda University International Admissions Office beforehand.

For details, please refer to the Web site below.

http://www.cie-waseda.jp/admission/index_e.php

3. Number of Students To Be Accepted

Graduate School	Major	Course	Type of entrance examination	Number of students accepted
Graduate School of Political Science	Political Science	Global Political Economy Course (Global Japanese Political Economy Program)	Entrance examination for overseas students	Approximately 10 students

4. Qualifications for Submitting Applications (Entrance Examination for Overseas Students)

Persons who have completed at least 16 years of school education in a regular program abroad, and persons who are expecting to complete such an education by March 2010.

- There are cases where submission of applications to the Master's Program by persons who were educated in a country that does not require 16 years of education until graduation from university, who graduated from a university in such a country or graduated from some other educational institution, etc., and whom each Graduate School recognizes based on individual reviews as having an academic ability equivalent as or higher than a university graduate is acknowledged. If this applies to you, please contact International Admissions Office (adm-cie@list.waseda.jp) beforehand.

5. Procedure for Submitting Applications

(1) Period for submitting preliminary applications

January 18 (Monday) to February 19 (Friday), 2010

Where to submit applications: International Admissions Office (applications must arrive during the above period)

*Applications may only be submitted via post.

(2) Method for submitting applications during the preliminary application submission period

Please see the Guide for Admission to Graduate Schools for foreign students issued by the Waseda University International Admissions Office.

http://www.cie-waseda.jp/admission/index_e.php

(3) Period for submitting actual application

April 9 (Friday) to April 15 (Thursday), 2010

Where to submit applications: Graduate School of Political Science Office (applications must arrive during the above period) *Applications may only be submitted via post.

(4) Method for submitting actual application

Please send the application materials in accordance with the instructions for submitting actual applications that will be sent in early March from the Waseda University International Admissions Office.

Materials to be submitted: Copy of Request for Overseas Remittance of Entrance Examination Fee, assignment specified by the Graduate School, etc.

(5) Entrance Examination Fee: 30,000 yen

- When submitting applications, payment of 30,000 yen is required for the entrance examination fee. The method for paying this entrance examination fee will be listed in the instructions for submitting actual applications that will be sent in early March from the Waseda University International Admissions Office

Return of Submitted Application Documents and Entrance Examination Fee

In principle, documents and entrance examination fees that have already been submitted or paid once will not be returned. However, in the following cases, only the entrance examination fee will be refunded. If either of the cases applies to you, contact the section in charge of entrance examinations in the respective graduate school.

- 1) Although you paid the entrance examination fee, you did not submit application materials.
- 2) You did not fulfill the qualifications for submitting applications, or you submitted application materials after the deadline for submission.

*In cases only where payment for entrance examination fees has been made in Japan, overpaid entrance examinations fees may be refunded.

6. Academic Fees, etc.

Academic fees and membership fees for students enrolling in September 2010

(Unit: yen)

AY	Payment period	Academic fees				Membership fees			Total
		Enrollment fee	Tuition	Facilities fees	Seminar fees	Membership fees for mutual society to promote student health	Academic society entrance fee	Academic society membership fees	
First year	2010 Fall semester (at time of enrollment)	200,000	262,500	50,000	1,500	1,500	2,000	750	518,250
	2011 Spring semester		264,500	50,000	1,500	1,500		750	318,250
	Total	200,000	527,000	100,000	3,000	3,000	2,000	1,500	836,500
Second year	2011 Fall semester	-	264,500	50,000	1,500	1,500	-	750	318,250
	2011 Spring semester	-	266,500	50,000	1,500	1,500	-	750	320,250
	Total	-	531,000	100,000	3,000	3,000	-	1,500	638,500

- (Note) 1. In the event that a student who was enrolled in a full-time program in an undergraduate school or graduate school at Waseda University becomes enrolled in this program, he/she is exempt from the enrollment fee.
 2. Persons who are graduates of the School of Political Science and Economics at Waseda University are exempt from paying the “academic society entrance fee.”
 3. Seminar fees and various membership fees are subject to change.

In principle, materials that have been submitted once and enrollment fees and academic fees (paid at time of enrollment) that have been paid will not be returned. However, in cases where a student is forced to withdraw from this course due to inevitable circumstances, he/she is eligible for receiving a refund of only academic fees (paid at the time of enrollment). In cases where a person is offered enrollment in multiple graduate schools, he/she may have the enrollment fees/academic fees (at the time of enrollment) that he/she has already paid be transferred to the graduate school in which he/she wishes to enroll, by informing the respective school. (This is limited to only between graduate schools where the periods for enrollment procedures do not overlap.) For information on the procedure and details, please refer to the “Guide to Enrollment Procedures” that will be sent to successful applicants.

Handling of Personal Information

Waseda University will use personal information (address, name, birth date, etc.) that is gathered from applications to implement entrance examinations, announce successful applicants, conduct enrollment procedures, and carry out other associated operations. When doing so, necessary and appropriate management will be carried out so that the abovementioned personal information is not leaked or used unfairly.

In addition, all or part of the above operations may be consigned. In such cases, the consignee will be obliged to carry out necessary and appropriate management based on an agreement, etc.