
Waseda Business School

(Graduate School of Business and Finance, Waseda University)

Application Guide for International MBA Program September 2026

version 1.1

This guide contains information for the following application categories:

- A. Application with GMAT or GRE
- B. Application for Family Business Successors

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- This is the application guide for applicants who wish to enroll in the International MBA Program starting in September 2026. For an overview of the program and student life, please refer to our [brochure](#). For applicants who are interested in the other programs, such as the MSc in Finance program, should refer to the separate application guides.
- Please read this Guide and the [FAQs](#) on our website thoroughly before making inquiries to our office.
- All dates and times stated in this Guide are in Japan Standard Time (JST)

Step 1: Understand the Basic Admission Scheme

About the Program

The International MBA Program at the Graduate School of Business and Finance, Waseda University—also known as Waseda Business School (WBS)—is a two-year, full-time, English-taught master's program designed to nurture globally minded business professionals with both practical skills and a strong ethical foundation. Guided by Waseda University's founding principles—**Independence of Learning, Practical Utilization of Knowledge, and Fostering Good Citizens**—the program integrates advanced academic study with real-world business practice. WBS offers two English-based master's programs: **the International MBA Program** and **the MSc in Finance Program**. This application guideline is intended exclusively for applicants to the International MBA Program.

Degree Awarded

Master of Business Administration

The degree is awarded upon the successful completion of a Two-year curriculum.

Admission Policy

<https://www.waseda.jp/fcom/wbs/en/about/mission>

Application Tracks

Applicants to the International MBA Program must choose one of the following two application tracks based on their background and qualifications. Please note that the application requirements and screening methods differ by track.

1. Application with GMAT or GRE

This track is for applicants who hold a valid GMAT or GRE score.

- Submission of either a **GMAT** or a **GRE** score is **mandatory**.
- Applicants must submit **two letters of recommendation** from individuals who can evaluate the applicant's academic or professional abilities. These may include university faculty members, academic supervisors, or workplace supervisors.
- There are **three application periods** held annually.
- Screening is conducted primarily through document review. An online interview may be required for selected applicants.

2. Application for Family Business Successors

This track is intended for applicants who are expected to succeed in a family-owned company that is either publicly listed or of comparable scale.

- A **GMAT or a GRE** score is **optional** but may be submitted for additional consideration.
- Applicants must submit **three letters of recommendation**:
Two letters from individuals who can evaluate the applicant's academic or professional abilities. These may include university faculty members, academic supervisors, or workplace supervisors.
One letter from the current representative of the family business.
- Screening is conducted in two stages:
First Stage: Document review
Second Stage: **Interview (required for all applicants in this track)**

In addition, applicants in this track must complete a **pre-screening process** by submitting an online form <<https://forms.office.com/r/vJSKS8FQDc>> in advance to confirm that their family business meets the eligibility requirements.

Language of Instruction

All courses in the International MBA Program are conducted in **English**.

Japanese language proficiency is **not required** for admission.

However, students are welcome to take courses offered in Japanese by other programs at WBS, as well as Japanese language classes provided by the Center for Japanese Language at Waseda University.

Matriculation Period

Successful applicants will enroll in September as first-year students.

We do not accept transfer students into this program.

Number of Students Admitted

Approximately 45 students

There is no specific nationality quota.

Application Schedule

1. Application with GMAT or GRE

Application Round	Application Deadline	Screening Result Announcement*	Enrollment Procedure Deadline
1 st Round	Oct. 22 (Wed), 2025	Dec. 11 (Thu), 2025	Jan. 9 (Fri), 2026
2 nd Round	Jan. 21 (Wed), 2026	Mar. 5 (Thu), 2026	Mar. 23 (Mon), 2026
3 rd Round	Apr. 1 (Wed), 2026	May 14 (Thu), 2026	May 29 (Fri), 2026

2. Application for Family Business Successors

Application Deadline	Interview Screening*	Screening Result Announcement	Enrollment Procedure Deadline
Apr. 1(Wed), 2026	May 10 (Sun), 2026	May 14 (Thu), 2026	May 29 (Fri), 2026

*Information regarding the interview will be sent in April by email.

[Note]

- Applicants may only apply to one program (IMBA or MSc in Finance) per Application Round.
- Applicants may **NOT** apply to both the 3rd Round of "Application with GMAT or GRE" and "Application for Family Business Successors."
- Only applicants admitted in the first application round may be considered for nomination for the MEXT Scholarship (University Recommendation). Please refer to page 21 for details.

[Recommendation]

The WBS Admissions Office recommends you apply for the earlier rounds for the following reasons.

- **Repeated applications are acceptable** for those who were unsuccessful at an earlier round. However, the applicants who wish to apply again need to substantially improve the quality of their applications, such as GMAT (or GRE) score, TOEFL / IELTS / TOEIC (Listening & Reading), or other significant academic/professional achievements.
- For international applicants, obtaining a visa may take more time than expected (about two months or more).

Applicant Qualifications

Applicants must fulfill one of the following requirements.

1. Those who have graduated or are scheduled to graduate from a university in Japan by the entrance period that the applicants wish to be matriculated.
2. Those who have received a Bachelor's Degree from the National Institution for Academic Degrees and University Evaluation or are scheduled to receive such a degree by the entrance period that the applicants wish to be matriculated.
3. Those who have completed 16 years of standard school education outside Japan or are scheduled to complete such education by the entrance period that the applicants wish to be matriculated.
4. Those who have completed a three-year or more program in a university outside Japan or are scheduled to complete such education and hold a bachelor degree by the entrance period that the applicants wish to be matriculated.
5. Those who are designated by the Minister of Education, Culture, Sports, Science, and Technology by the entrance period that the applicants wish to be matriculated.
6. Those who have been enrolled at a university for three years or more (or have completed 15 years of school education overseas or are scheduled to complete such education by the entrance period that the applicants wish to be matriculated) and have been recognized by the Graduate School of Business and Finance as having earned a specified number of credits with an excellent academic record.
7. Those who have been recognized by the Graduate School of Business and Finance as possessing academic credentials superior to those of university graduates through an individual entrance requirements screening process and are scheduled to reach 22 years of age by the entrance period that the applicants wish to be matriculated.

[Note]

- "University" mentioned in requirements 1 and 6 refers to a university which is approved by the Ministry of Education, Culture, Sports, Science and Technology of Japan.
- Graduates from three-year specialized college (zhuanke) programs in China do not meet the requirements 4 and 6. However, those who have graduated from a four-year (benke) program after graduating from a three-year program, and completed 16 years of school education will be considered to fulfill requirement 3.
- Faculty members of Waseda University, including Waseda University Junior/Senior High School, Waseda University Honjo Senior High School, and Art and Architecture School, are not allowed to enroll as students at the University. However, there are a few exceptions according to the University regulations. If you have any questions, please contact the relevant administration office.
- Prospective applicants who are unsure if they can fulfill the requirements 6 and 7, must confirm their eligibility with the WBS Admissions Office prior to the application through an online form <<https://forms.office.com/r/Jtv41ydrpC>>. Those who have been recognized by WBS as possessing academic credentials equal to or superior to university graduates are qualified to apply for admission.

Step 2: Prepare the Necessary Documents

The application process will be mostly conducted through the online system (TAO). There are a number of documents that you must prepare in advance. Carefully read this application guide and prepare all the required documents before the start of the application period. The application form for each application round will be published on TAO approximately three weeks before the deadline.

List of Items

No.	Title	Required	Page
1	Applicant's Information: Section A (Applicant's Photo)	Required	7
2	Applicant's Information: Section B (Passport)	Required	7
3	Educational Background	Required	7
4	Educational Background (Higher Education): Undergraduate/Postgraduate	Required	7
5	Transcripts/ Certificates : Undergraduate & Postgraduate	Required	8
6	Working Experience	Optional	9
7	GMAT/ GRE Score	Required for Specific Track	9
8	Essays	Required	9
9	English Language Proficiency	Required	9
10	Japanese Language Proficiency	Optional	10
11	Other Qualifications	Optional	10
12	Social and/or Volunteer Activities	Optional	11
13	Scholarship Prior to Enrollment	Optional	11
14	Pledge	Required	11
15	Proof of the Payment of Screening Fee	Required	11
16	Waseda Business School Survey	Optional	11
17	Application Form for Family Business Successors	Required for Specific Track	11
18	Recommendation Letter	Required	11

[Note]

• Requirements on original documents

On TAO, you will first upload the PDF versions of the original/certified documents and certificates on our online application. Later, as part of our enrollment procedures, successful applicants will be required to prove the authenticity either by submitting the physical copies by post, having their official versions sent by e-mail from the issuing organization, or using digital credential services. 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 be considered as falsification/fabrication of application documents, and your admission may be revoked. For more details, refer to P. 20 Step 6: Complete the Enrollment Procedures.

• Applicant's name on certificates

Note that all the documents must be issued under your legal name written in English alphabet on your passport. If the name used on the application documents differs from the name on your passport, provide documentation to prove that all names belong to the same person.

- **Language specification**

Certificates issued in English or in Japanese are accepted. If they are originally issued in any other language, attach an English translation to the original. The translation must be prepared either by the issuing institution (e.g., your university), a translation agency, or another appropriate office officially approved by the government.

1. Applicant's Information: Section A

Please enter your personal details including your name, address, and upload a recent color photo.

[Note]

Applicant's Photo Requirements

- Must be taken within three months prior to application
- Color photo, front-facing, upper body, no hats, plain background
- 4:3 aspect ratio, borderless
- No scarves, sunglasses, or heavily retouched images
- Religious or medical headwear is acceptable with reason
- Must be ID-quality (snapshots or low-resolution smartphone photos will not be accepted)
- Photos taken at photo booths are acceptable
- Used for interview identity verification and student ID card
- You will be asked to submit the same photo again during the enrollment process. Please safekeep the file.

2. Applicant's Information: Section B

Please upload the necessary documents as proof of your identity and legal status.

[Note]

▪ Passport

Applicants are required to upload a scanned copy of the personal details page of their passport. The page must clearly show the applicant's photograph, full name, date of birth, passport number, and the Machine Readable Zone (MRZ) at the bottom of the page.

Applicants who hold multiple nationalities must upload a copy of each passport.

▪ Residence Card (Zairyu Card) — *If applicable*

If you are a non-Japanese national and currently reside in Japan with a valid status of residence, upload scanned copies of both sides of your Residence (Zairyu) Card.

3. Educational Background

Please enter your educational history from elementary school through high school, including school names, countries, enrollment and graduation dates and the language of instruction. If you transferred schools or withdrew during this period, please include that information in the "Remarks" section.

4. Educational Background (Higher Education) : Undergraduate/Postgraduate

Please enter all higher education history starting from your undergraduate studies. For each institution, provide the university name, faculty or department, country, dates of enrollment and graduation, degree obtained and language of instruction.

If you transferred, withdrew, or had any irregular academic status during your studies, please note it in the "Remarks" section. If you withdrew from a program without completing a degree, enter "Withdrawal" in the "Degree Obtained" field.

5. Transcripts/Certificates : Undergraduate & Postgraduate

Please upload the official transcript(s) and graduation (or expected graduation) certificates in English.

[Note]

• Transcript(s)

- Please upload the official transcript(s) in English for all higher education programs you have attended, including any undergraduate, graduate or doctoral-level studies.
- If you have transferred between institutions, submit transcripts from each institution attended.
- If your transcript(s) clearly state the program name, enrollment and graduation dates, degree conferred, a separate certificate of graduation is not required.
- If your transcript(s) does not include the grading system explanation (e.g., GPA scale), upload a separate document or a printout from the university's official website that explains the system.
- Unofficial transcripts (even if issued by the university) will not be accepted. Please make sure the document is formally certified or issued as an official academic record.
- Applicants from Mainland China may submit the "Verification Report of China Higher Education Student's Academic Transcript" issued by CSSD (CHESICC) as an official transcript. This must be sent directly from CSSD to the WBS Admissions Office by email: wbs-admissions@list.waseda.jp.

• Certificate(s) of Graduation / Expected Graduation — *If applicable*

- If your transcript does not include your degree conferral, graduation date, or program name, upload a separate certificate of graduation.
- If you have not yet graduated, submit a certificate of expected graduation issued by your current institution.
- Submit such certificates for each degree program completed or currently enrolled in.
- Unofficial certificates will not be accepted.

[IMPORTANT: For applicants who have graduated from universities or colleges in Mainland China]

Applicants who have graduated from a university or college in Mainland China are required to arrange for an official **"Online Verification Report of Higher Education Qualification Certificate"** in **English** to be sent directly from CSSD (CHESICC) to the WBS Admissions Office by email: wbs-admissions@list.waseda.jp.

Applicants who are currently enrolled and have not yet graduated must request an official **"Online Verification Report of Student Record"** to be sent.

- If this official verification report is received directly from CSSD (CHESICC), submission of the Certificate of (Expected) Graduation is not required.
- Only English-language reports will be accepted. Reports issued in Chinese will not be accepted.
- The report must be sent directly from CSSD (CHESICC) to WBS. Reports downloaded and forwarded by the applicant will not be accepted.
- Even if all necessary information is stated in your academic transcript, the CSSD verification is still mandatory.

For instructions, please visit the CSSD website: <https://www.chsi.com.cn/en/pvr/>

6. Working Experience— *If applicable*

Three years of work experience is recommended for this program, but it is not mandatory. Please provide the details of your full-time professional experience, including company name, location, job title, period of employment and a brief description of your responsibilities. You may also include internship(s) or part-time experience in the designated field; however, only full-time employment should be counted toward the total period of professional experience.

7. GMAT/ GRE Score— *If applicable*

Applicants to the "Application with GMAT or GRE" category are required to submit valid scores from either the GMAT or the GRE.

[Note]

- Scores must be from a test taken at a test center and must be within five years of the relevant application deadline.
- Online/home-based test scores are not accepted.
- Upload a copy of your score report in PDF format via the online application system. Acceptable documents include:

For GMAT: "Test Taker Copy" or a screenshot of the Test Taker Version

For GRE: "Test Taker Score Report"

- On the official GMAT or GRE portal, be sure to designate Waseda Business School as a score recipient by entering the appropriate institution code:

GMAT: 3TX-GK

GRE: 2463

This registration enables the Admissions Office to verify your scores online. Failure to complete this step may result in your application being considered incomplete.

For the detailed instructions, please refer to the official websites:

- GMAT: <https://www.mba.com/>
- GRE: <https://www.ets.org/gre>

8. Essays

Applicants are required to complete approximately five short essays (each around 500 words).

[Note]

- Write your essays in English and in your own words.
- Submitting essays generated by generative AI tools as your own work constitutes a violation of application rules. Such behavior is considered academic dishonesty and may result in disqualification from the application process.
- Inquiries regarding the essay prompts will not be accepted.

9. English Language Proficiency

Applicants whose first language is not English must submit a proof of English proficiency unless they have completed a degree program (undergraduate or higher) entirely in English.

Submission Method

- Upload your score report on the TAO online application system.
- In addition, you must designate Waseda Business School as a score recipient through the official test provider portal by entering the correct institution code (see below).

Test	Registration Method	Notes
TOEFL iBT	Register Waseda Business School (DI Code: 2463) via the ETS official site so that we can verify your score online.	- Only TOEFL iBT is accepted. - TOEFL iBT Home Edition, TOEFL Paper Edition, and TOEFL Essentials are not accepted. - Only Test Date Score is accepted (NOT "MyBest Score").
IELTS Academic	Please upload the official score report PDF to the TAO system. Institution Code registration is not required at the time of application. Successful applicants will be asked to register Waseda Business School as the score recipient using the Institution Code, which will be provided after admission.	- Only IELTS Academic is accepted. - IELTS Indicator, IELTS Online, and IELTS One Skill Retake are not accepted.
TOEIC Listening & Reading	- If taken in Japan: Use the 公開スコア確認サービス and register your score with WBS using the application code: 00019709 . - If taken outside Japan: Upload the official score report PDF on the TAO only.	- Only the TOEIC Listening & Reading Public Test is accepted. - TOEIC IP, TOEIC Speaking & Writing, and TOEIC Bridge are not accepted.

[Note]

- All scores must be issued within two years of each application deadline.
- Tests must be taken at the authorized testing centers.
- If you have taken the test multiple times, submit only one set of scores (i.e., one test date). We do not superscore.
- Failure to register your score with the correct institution code may result in your application being considered incomplete.
- If the medium of instruction is not clearly stated on the transcript or graduation certificate, an official letter from the university (e.g., department or registrar's office) must be submitted to confirm that the program was taught in English.
- Note for native speakers: If your native English proficiency is not verifiable through academic background or passport, additional documentation may be required.

For the detailed instructions, please refer to the official websites:

- TOEFL iBT: <https://www.ets.org/toefl/test-takers/ibt/where-to-study/destinations-search.html>
- IELTS Academic: <https://ielts.idp.com/about/who-accepts-ielts/organisations-that-accept-ielts>
- TOEIC Listening & Reading (in Japan): <https://www.iibc-global.org/toEIC/test/lr/guide04/score2.html>

10. Japanese Language proficiency— *Optional*

This section is for reporting your Japanese language learning history and/or submitting your JLPT Level N1 score.

- If you have other Japanese language qualifications (e.g., JLPT N2, BJT, J-CAT), please report them under "Other Qualifications."
- Submission of Japanese language proficiency is optional and not required for admission.

11. Other Qualifications— *Optional*

You may use this section to report any additional qualifications or certifications not covered elsewhere in the application. Submission is optional. These qualifications may be taken into consideration as part of a holistic review of your application. They are not required for admission.

12. Social and/or Volunteer Activities— *Optional*

You may use this section to describe any social engagement, volunteer work, or community-based activities you have been involved in. Submission is optional. These experiences may be taken into consideration as part of a holistic review of your application. They are not required for admission.

13. Scholarship Prior to Enrollment— *Optional*

If you wish to be considered for scholarships prior to enrollment, please indicate so in this section. By checking the corresponding box, your application will be reviewed for scholarship eligibility.

At this stage, two types of scholarships are available: the Partial Tuition-Waiver Scholarship and the Reserved Scholarship for Successful International Applicants. In addition, only applicants admitted in the first application round may be considered for nomination to the MEXT Scholarship (University Recommendation). Please refer to page 21 for details.

14. Pledge

Before submitting your application, please carefully review all information you have entered and uploaded. You will be asked to confirm the accuracy and authenticity of your submission and pledge that all contents are true and created by yourself. Any false statements or misrepresentation may result in disqualification from admission.

15. Proof of the Payment of Screening Fee

Please upload a digital copy (e.g., PDF or screenshot) of the confirmation page showing your payment of the screening fee via the designated payment service. For details on the payment process, refer to Step 3: Pay the Screening Fee. If you are eligible to apply for a screening fee waiver, please complete and upload the Application Form for Screening Fee Waiver, Waseda University:

<https://waseda.box.com/s/x0fxmtsibip5sfjfp99nfgikmjd906wl>

16. Waseda Business School Survey— *Optional*

This optional survey is for marketing and recruitment analysis purposes. Your responses will not affect the admission screening in any way. We appreciate your cooperation.

17. Application Form for Family Business Successors— *If applicable*

This form is required for the applicants under the “Application for Family Business Successors” category. Applicants must also upload a separate recommendation letter (any format, in English, approx. 2,000 characters) from the current representative of the company they are scheduled to succeed. Please ensure that the recommender’s name, title, and contact information are included in a clearly identifiable section of the letter. This is in addition to the two standard recommendation letters. A total of three recommendation letters is required.

18. Recommendation Letter

Two standard recommendation letters are required. All letters must be written in English. Your recommenders should be:

- Professors who supervised your academic work (excluding WBS faculty),
- or supervisors from your current/previous institution or company.

<How to Request>

Applicant:

1. Click the “Request” button in the application system (TAO).

2. Select the recommender type and enter their email address*.
3. Click "Request" to send an automated email to your recommender.

*To ensure authenticity, please register the recommender's official institutional or company email address (domain-based), whenever possible.

Recommender:

1. Open the email titled "[The Admissions Office] Request for Recommendation Letter" (from no-reply@admissions-office.net).
2. Click the link and create a TAO account using the same email address.
3. Log in and complete the online recommendation form.
4. Submit the letter by clicking the "Submit" button.

It is the applicant's responsibility to ensure that both letters are submitted by the deadline.

Step 3: Pay the Screening Fee

◆ Screening Fee

Type of Application	Applicant's Domicile	Screening Fee
Application with GMAT or GRE	Those who live outside of Japan *	15,000 JPY
	Those who live in Japan	35,000 JPY
Application for Family Business Successors	All applicants, regardless of location	35,000 JPY

*It does **NOT** apply to those who **temporarily** live outside the country.

◆ Payment Methods

Please pay the screening fee by either a) or b), as instructed below.

a) Payment by Credit card or Online payment system (Union Pay)

- Access the online website (<https://e-shiharai.net/ecard/>) and complete the required procedure.
- The payment can be made 24 hours a day, 7 days a week, including on Saturdays, Sundays, and holidays (For the last day of the payment period, credit card payment must be made by 11:00 pm(JST)) . However, please be advised that when a specific deadline time is set on the final day of the application period, payment must be completed by that time.
- The payment can be made with a credit card held in the name of a person other than the applicant. However, the applicant's information must be entered in the "Basic Information" page of the website.
- After completing the transaction, make a PDF or screenshot of the "Result" page to upload to TAO.

b) Payment at a Convenience Store in Japan (For residents in Japan only)

- You must complete the designated application procedure in advance by accessing the "screening fee convenience store payment site" (<http://e-shiharai.net/>) [Japanese language only].
- The payment can be made 24 hours a day, seven days a week. However, please note that the application via the website will end at 11:00pm on the last day of the payment period. Similarly, you will not be able to make a payment at a convenience store after 11:30pm on the last day of the payment period.
- If a family member or acquaintance of an applicant conducts the procedure on behalf of the applicant, they must enter the applicant's information.
- If you are unable to make the payment at a convenience store for some reason, please contact the WBS Admissions Office.
- After making the payment, take a photo or scan certificate of payment to upload to TAO.

◆ Screening Fee Waiver and Reimbursement

Depending on one's nationality AND domicile at the time of application, applicants may be eligible for the Screening Fee Waiver. Please refer to the "Screening Fee Waiver for Applicants from Specified Countries" section of Common Notes.

For non-degree Waseda University students who are MEXT Scholarship recipients, the screening fees will be reimbursed only if an admission offer is accepted.

Waseda University Examination Fee Payment by Credit Card and Union Pay

24 hours a day, 365 days a year, you can pay anytime! Easy, Convenient and Simple!

You can pay the Examination Fee by using
Credit Card and Union Pay.



Web Application - Online Transaction

Access the site below

<https://e-shiharai.net/ecard/>



1. Top Page

Click "Examination Fee".

2. Terms of Use and Personal Information Management

Please read the Terms of use and Personal Information Management.
Click "Agree" button located in the lower part of this page if you agree with these terms.
Click "Not agree" button located in lower part of this page if you do not agree with these terms.

3. School Selection

Click "Waseda University".

4. School Information

Read the information carefully and click "Next".

5. Category Selection

Choose First to Fourth Selection and click "Add to Basket".

6. Basket Contents

Check the contents and if it is OK, click "Next".

7. Basic Information

Input the applicant's basic information.
Choose your credit card and click "Next".

Paying with Credit Card

Input Credit Card Number (15 or 16-digits),
expiration date and security code.

All of your application information is displayed.
Click "Confirm" to verify.

Click "Print this page" button and print out
"Result" page.

Paying with Union Pay

Follow the onscreen instructions to complete the card payment.

Please click the "Application Results" button in the upper
part of this site (e-shiharai.net).

Please write down the "Receipt Number" given when you
complete your application, and enter your
"Payment Method", "Receipt Number" and "Birth Date".
Please make sure your printer is ready.

Please print out the "Payment Inquiry - Inquiry result" page.

Application

Make a PDF or screenshot of the "Result" page and upload to TAO.



make a PDF / screenshot



upload to TAO

[NOTICE/FAQ]

- During the payment periods and application periods specified in the application guidelines, you can make payment anytime. Please consult the application guidelines and complete payment in time for the application period.
- On the last date of the payment period, please complete the transaction by 11:00pm Japan time.
- It is possible to use a card which carries a name different from that of the applicant. However, please make sure that the information entered in the Basic Information page is the applicant's information.
- If you did not print out the "Result" page, you can display it later on the Application Result page. Please enter "Receipt Number" and "Birth Date" to redisplay.
- Please contact the credit card company if your card is not accepted.

■ Payment Commission

There is a fee for this payment transfer service, which applicants must pay in addition to the entrance exam fee.

Entrance exam fee	Payment Commission
~ 29,999 yen	565 yen
30,000 yen ~ 49,999 yen	1,005 yen
50,000 yen ~ 69,999 yen	1,446 yen
70,000 yen ~ 99,999 yen	1,833 yen
100,000 yen ~ 199,999 yen	2,074 yen
200,000 yen ~ 299,999 yen	2,618 yen
300,000 yen ~	4,400 yen

For questions or problems not mentioned here, please contact :

E-Service Support Center Tel : +81-3-5952-9052 (24 hours everyday)

Waseda University

Convenience Store Easy-Pay Systems for Entrance Exam Fees

Now you can transfer funds to pay for your entrance examination - 24 hours a day - from your nearest Lawson, Ministop, FamilyMart, Seven-Eleven.

- Before going to the convenience store, you will need to obtain an application number which you can get from going online on either your cellphone or computer. This number will be required when you make your payment.



<https://e-shiharai.net/>



To obtain your application number, please follow the instructions on the screen and input all necessary information. This number will be required when you make your payment.

If you input the wrong information when trying to obtain your application number, please start again from the beginning and make your payment. If you are not able to make the required payment before the due date you will receive this deadline upon completing the online application, all the information you had input will be canceled automatically.

2 Convenience Store Payment

●The application fee cannot be paid through an ATM. Be sure to make your payment at the cash register.

Paying at SEVEN-ELEVEN
[13-digit Payment Slip Number] 払込票番号

Tell the counter staff that you want to make an "Internet shiharai." Then provide your Payment 【払込票番号】
Payment Slip Number

※If a payment slip is not printed out, just tell your number to the counter staff.

A multifunction copier can not be used to make payment.

●Make the payment at the register.
●Receive an Application Fee Statement. Detach the Certificate of Payment (receipt) portion.

Paying at LAWSON or MINISTOP
[11-digit Customer Number] お客様番号
[4-digit Verification Code] 確認番号

Use the Lawson information terminal **Loppi**

Touch the "各種サービスメニュー" option
Various Service Menus

Select the "各種代金・インターネット受付" button on the touch screen
All Payments

Touch the "各種代金お支払い" option
All Payments

Touch "マルチペイメントサービス"
Multi-Payment Service

Enter your【お客様番号】【確認番号】
Customer Number Verification Code

●Information terminal issues a funds transfer receipt. You will need to take this to the cash register within 30 minutes and make the actual payment.
●Receive an Application Fee Statement. Detach the Certificate of Payment (receipt) portion.
* Design and layout of the touch screen buttons is subject to change without notice.

Paying at FamilyMart
[11-digit Customer Number] お客様番号
[4-digit Verification Code] 確認番号

multifunction copier

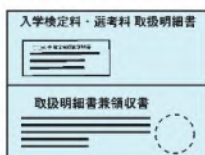
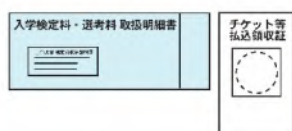
Select the "代金支払い" button on the touch screen
All Payments

Enter your【お客様番号】【確認番号】
Customer Number Verification Code

●Make the payment at the register.
●Receive an Application Fee Statement. Detach the Certificate of Payment (receipt) portion.

3 Application

Take a photo or scan certificate of payment and upload to TAO.



take a photo / scan

upload to TAO

- Be sure to complete your convenience store payment before the time limit expires. All the payment information you entered will be deleted automatically if the payment is not completed before the deadline.
- Please note: After application fee payment has been made at any of the above shops, refund is not possible.
- Please double-check the application deadline in your application guide. Post your payment early enough to be sure it is received in time.

■ **Payment Commission** (transfer fee charged by all participating stores)
There is a fee for this payment transfer service, which applicants must pay in addition to the entrance exam fee.
The payment commission is as the same at all participating stores.

convenience stores:

Entrance exam fee	Payment Commission
~ 9,999 yen	500 yen
10,000 yen ~ 29,999 yen	570 yen
30,000 yen ~ 49,999 yen	600 yen
50,000 yen ~ 99,999 yen	820 yen
100,000 yen ~	890 yen

Questions about paying your entrance exam fees at convenience stores? Please visit:
Note: Convenience store staff cannot answer questions about the service.

<https://e-shiharai.net/>

Step 4: Complete the Online Application

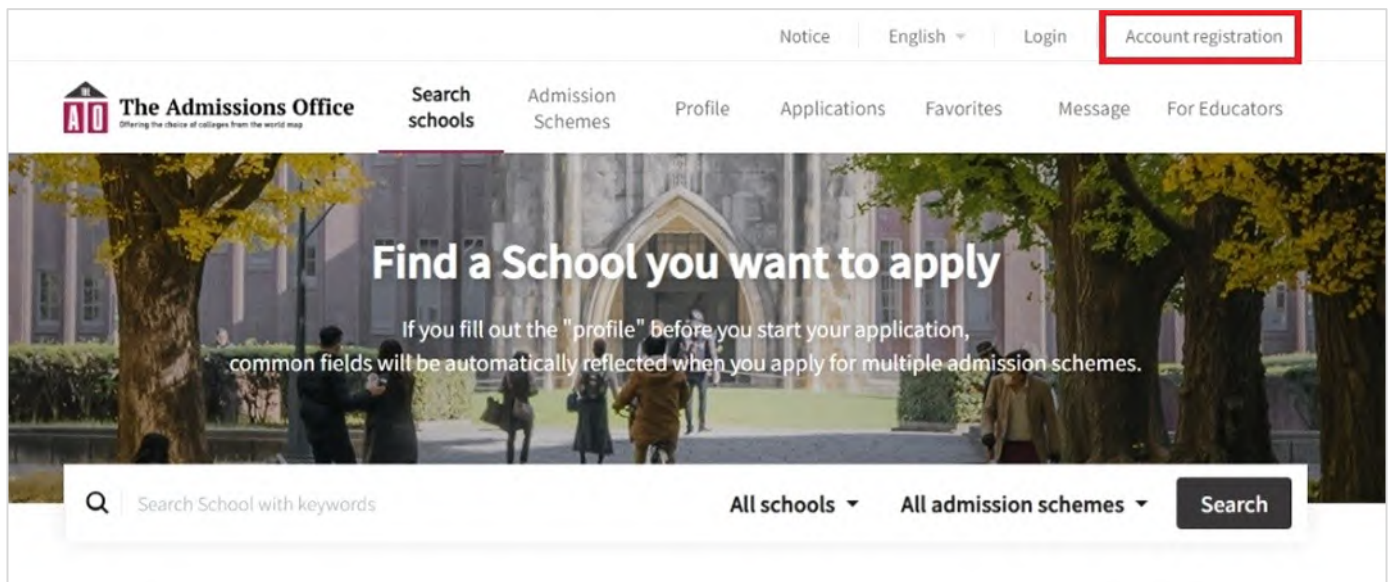
All applications and document submissions must be completed through the online application system named "The Admission Office" (hereinafter "TAO"). There is no need to mail any application documents.

*The application form for each application round will be published on TAO approximately three weeks before the deadline.

(1) Create an Account on TAO

Click on the "Account registration" link on the TAO Website (<https://admissions-office.net/en/portal>) to create a new account.

*The email address you register here will be used throughout the application, admission and immigration process, etc. Please use the same email to contact our office and check in regularly until admission.



(2) Fill in Your Information

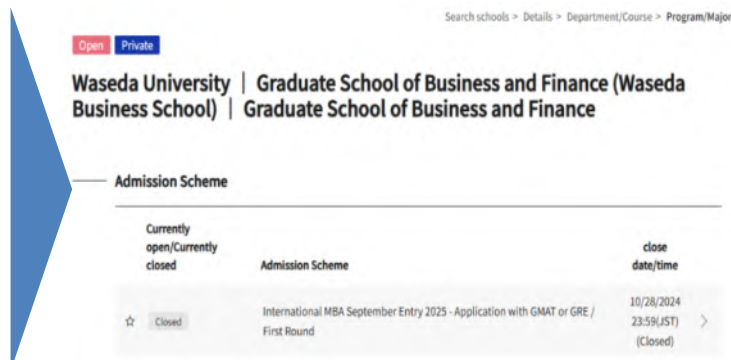
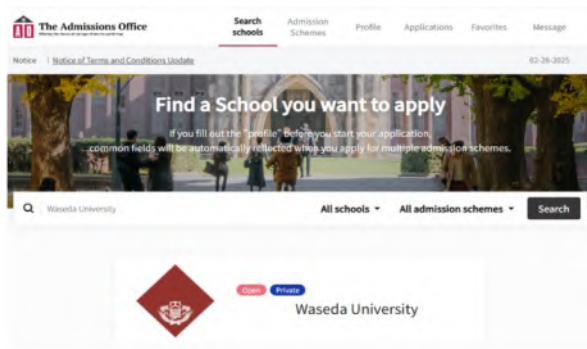
Complete the registration form with the required details. After the submission, a confirmation email will be sent to your registered email address. The email address you register here will be used throughout the application, admission and immigration process, etc. Please use the same email to contact our office and check in regularly until admission.

(3) Confirm Registration

Open the confirmation email and click on the "Complete your registration" link to finalize your account setup.

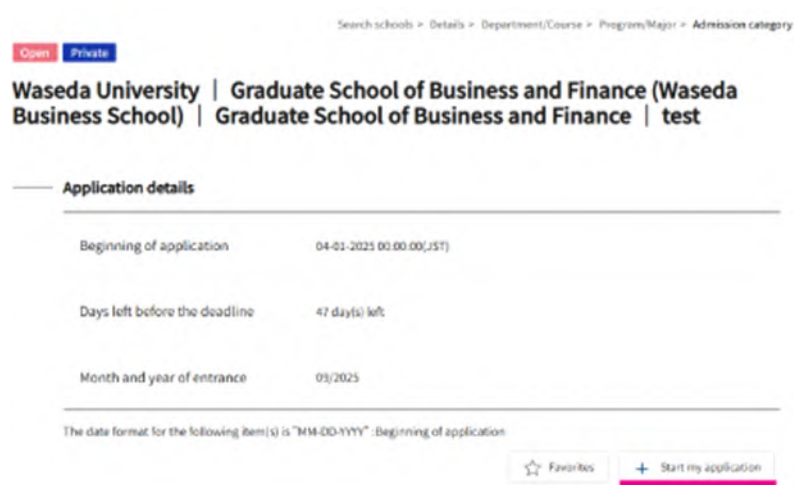
(4) Search for Programs

From the "Search schools" menu, input our university name ("Waseda University") and select department ("Graduate School of Business and Finance"). From the "Program/Major" menu, select the Admission Scheme.



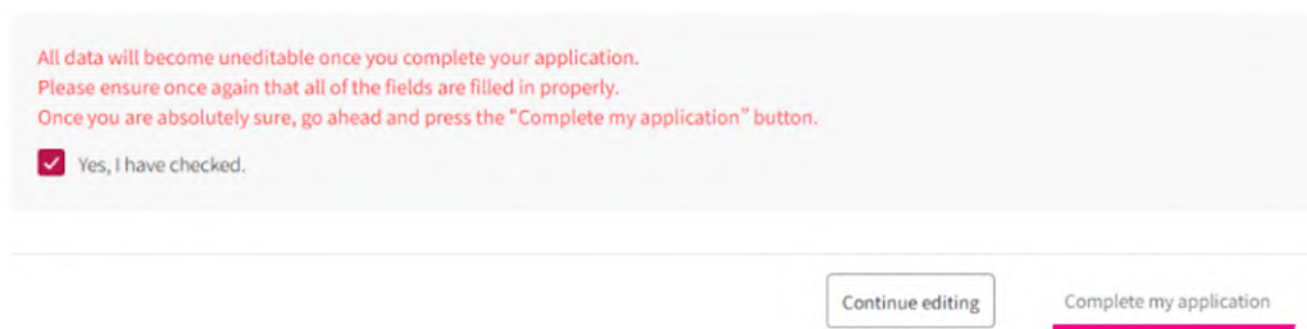
(5) Start the Application

Click the **"Start my application"** button under the program information to begin preparing your application documents



(6) Complete the Application

Follow the on-screen instructions to enter the required information and upload your documents. Once you have confirmed that all documents are ready, carefully check the input status on the "content confirmation" screen, and click "Complete my application". Done!



[Note]

- You may not change the program of your choice after the application materials are submitted.
- Please note that after submitting your application, the Admissions Office <wbs-admissions@list.waseda.jp> may contact you via your registered email. Be sure to check it regularly.

If further clarification is needed, you may be asked to attend an online interview. Unresolved issues may result in **your application not being accepted.**

- If there is any change to the information you have input in TAO, please contact the WBS Admissions Office.
- As a general rule, documents once submitted will not be returned and the screening fee will not be refunded. However, in the following cases, the screening fee alone will be refunded.
 - 1) You paid the screening fee but failed to submit the required application materials.
 - 2) You paid the screening fee and submitted the application materials, but your application was rejected before screening due to the following reasons:
 - The submitted application materials were incomplete.
 - You did not meet the eligibility criteria.

If you fall into one of the categories above, contact the WBS Admissions Office.

*Handling fees which may be incurred for refund must be paid by the applicant.

Step 5: Screening Procedures and Schedules

Screening Process

Application with GMAT or GRE:

Evaluation will be based primarily on document screening. However, to verify information or gain additional insight, the School may conduct an online interview. Only selected applicants will be contacted, and being asked (or not asked) to interview has no bearing on the final result.

Application for Family Business Successors:

After document screening, shortlisted applicants will be invited to an interview, which will be conducted ~~online~~ **in person**.

Notification of Examinee Number

Your examinee number will be available in TAO approximately two weeks prior to the screening result announcement. If you do not receive your examinee number by the expected date, please contact the WBS Admissions Office.

To check your number:

Login > Applications > Completed > Choose your application > Show examinee number

Announcement of Screening Result

Screening results will be announced at 10:00 a.m. (JST) on the designated date via the WBS website:

<https://www.waseda.jp/fcom/wbs/news-en>

There are two possible outcomes of your application results:

Pass	• You are successfully admitted to the WBS. • No further screening is required. • Enrollment documents will be sent to successful applicants via email on the above announcement date. You are required to complete the enrollment procedure by the designated deadline
Fail	Your application was unsuccessful. You may apply to subsequent admission if you wish.

We will not accept any inquiries regarding application results.

Step 6: Complete the Enrollment Procedures

Successful applicants will receive a "Guide to Enrollment Procedures" by email. Please follow the instructions provided carefully and complete all required steps by the designated deadline.

To be formally admitted to Waseda Business School (WBS), you must:

- Submit all required documents,
- Pay the Entrance Fee, Tuition, and Other School Expenses in full by bank transfer,
- Complete all procedures by the deadline stated in your Enrollment Packet.

Only those who complete all the steps above will be granted official enrollment status.

[Example of Required Documents]

- (1) Certificate of Residence (住民票の写し)
- (2) Original Certificate of Graduation and Transcript of Academic Records
- (3) Photocopy of the receipt for the tuition and fee transfer
- (4) Other documents designated by the WBS

[Note]

- As a general rule, we do not return submitted documents or refund Entrance Fee, Tuition and other fees (for the first semester). However, if you do not enter Waseda University owing to unavoidable circumstances or fail to meet the eligibility criteria before enrollment, we may refund Tuition and other fees (for the first semester) only.
- Official documents must be submitted to verify the authenticity of documents (e.g., graduation certificate, transcript) that were uploaded at the time of application. If you fail to submit the required official documents by the deadline, you will not be deemed to have met the entrance qualifications. Any discrepancy between submitted digital copies and original documents may be regarded as falsification or fabrication and your admission may be revoked.

Entrance Fee, Tuition, and Other Fees

Fees for 2026 enrollment for International MBA Program

Year	Academic Term	Entrance Fee*	Tuition	Other Fees		Total
				Student Health Promotion Mutual Aid Association Fee	Alumni Association Membership Fee	
1 st Year	Entrance and Fall Semester	300,000	882,500	1,500	-	1,184,000
	Spring Semester	-	882,500	1,500	-	884,000
2 nd Year	Fall Semester	-	1,032,500	1,500	-	1,034,000
	Spring Semester	-	1,032,500	1,500	40,000	1,074,000
Total		300,000	3,830,000	6,000	40,000	4,176,000

(Unit: JPY)

*The amount of fees indicated above is subject to change.

**The Entrance Fee is waived for those who are currently enrolled in, graduated from, completed, or withdrew from an undergraduate, graduate, or specialized program at Waseda University. Non-degree students, students who withdrew before admission, and some international students (e.g., exchange students) are NOT eligible.

Step 7: Preparations for Enrollment (Scholarships, Dormitories, etc.)

Financial Aid and Scholarships

1. Scholarship Prior to Enrollment

Selection is based on the admission screening results. If you wish to apply for a scholarship prior to matriculation, input required information to "Scholarship Prior to Enrollment" in the online application system at the time of application.

(Data of AY2025)

Types of Awards	Name of Scholarship	Grants	Eligibility**
Waseda University Scholarships	Waseda University Partial Tuition-Waiver Scholarship	50% reduction in one-year tuition	- Privately funded international students*
	Reserved Scholarship for Successful International Applicants	500,000 JPY per year (for 1 or 2 years)	- Privately funded international students* who live outside Japan

2. Scholarship After Enrollment

(Data of AY2025)

Types of Awards	Name of Scholarship	Award Amount (Value)	Eligibility**
Waseda University Scholarships	Azusa Ono Memorial Scholarship (for International students)	Annual grant of 400,000 JPY	- Privately funded international students* - Students who are in the master's program within the standard years for degree
	Waseda University Partial Tuition-Waiver Scholarship	50% reduction in one-year tuition	- Privately funded international students*
Government-sponsored Scholarships	Monbukagakusho Honors Scholarship	48,000 JPY/Month	- Privately-funded international students*

* "International Students" refers to students who hold or expect to hold "student visa" status.

** Limits (such as income limit) may differ depending on scholarships.

[Note]

- We offer various scholarships after enrollment other than the abovementioned awards. More information will be announced after enrollment.
- Details are subject to change.

3. MEXT Scholarship (University Recommendation)

Waseda Business School (WBS) accepts a small number of students for the MEXT Scholarship (University Recommendation). This scholarship is sponsored by the Japanese Ministry of Education, Culture, Sports, Science and Technology (MEXT).

Eligibility:

Applicants who pass the **1st round** of the “**Application with GMAT or GRE**” application track will be considered. This limitation is due to the selection schedule required by MEXT. Eligibility criteria for internal selection are not disclosed.

Selection Process:

Candidates are selected through an internal screening process at WBS by February and then recommended to MEXT via Waseda University. Final decisions are made by MEXT, and results are typically announced around mid-June. Please note that not all recommended applicants are guaranteed to receive the scholarship.

Benefits: (subject to change)

- Tuition and fees: Fully waived
- Monthly stipend: JPY 144,000
- Travel allowance: One round-trip economy-class air ticket (to Japan at the beginning of the program and from Japan after program completion)
- Duration: Standard duration of the program

[Note]

- This scholarship is highly competitive, and the number of available slots is very limited.
- WBS will contact eligible candidates with further instructions only after passing the entrance examination.
- MEXT also offers scholarships through a separate process known as “**Embassy Recommendation**.” This program is administered by Japanese embassies or consulates overseas and follows a different application timeline and procedure.

4. Other Scholarships

Waseda University offers various other scholarships. For details, please refer to the Scholarship Division website: <https://www.waseda.jp/inst/scholarship/en/>

Information on additional scholarships will be provided after enrollment.

Dormitories and Housing

Detailed information on dormitories and housing will be sent to successful applicants. You may also refer to the following website.

- Waseda University Dormitory Desk, Student Affairs Section: <https://www.waseda.jp/inst/rlc/en/>
- Waseda University Student Housing Center: <https://waseda-housing.com/international/>

Entrance Ceremony and Arrival in Japan

The new school year begins on September 21, and classes start around the beginning of October. An orientation for new students will be held online around this time. For visa procedures prior to arrival, please refer to the “To International Students with a foreign nationality” section of Common Notes.

Common Notes

Notes on Application

(1) Communication Method

The School will contact the applicants via e-mail address that you registered on TAO when we notify incomplete documents, examinee number, interview invitation and enrollment procedures, etc. Be sure to add our sending domain ("list.waseda.jp") to your list of accepted email senders to ensure that you receive our emails. The School will not be responsible for any consequences caused by the applicants' failure to receive, read, and/or reply to the messages sent from the School.

(2) Change in Contact Information

If there is any change of email address, postal address, or telephone number, send an email from your registered email address to the School.

(3) Special Needs

If you expect to require special care during the screening or after entering the University owing to a disability or serious medical condition, please contact the School before submitting your application. If you find yourself in such a situation after submitting your application, please contact the School immediately.

(4) Requirements for Expected Students

If you submitted a certificate indicating that you are expected to meet the application requirements to enter Waseda University, you must submit an additional certificate indicating that you have indeed met the requirements prior to enrollment. You will not be permitted to enter Waseda University, even if you pass the screening, unless you submit the certificate confirming you have met the requirements.

To International Students with a foreign nationality

[Information by Waseda Center for International Education (CIE)]

CIE Website for Status of Residence: <http://www.cie-waseda.jp/visastatus/en/index.html>

Acquisition of Status of Residence of "Student"

International students who are admitted to Waseda University are able to apply for a status of residence of "Student". Those with the status of residence of "Student" are eligible to apply for tuition reduction/exemptions and scholarships for international students. Be aware that those with a status of residence other than "Student" cannot use various services or systems intended for international students as stated above.

Please bear in mind that students are not eligible to enroll in the university with a "Temporary Visitor" status. Carefully read (1)-(6) below and take the necessary measures to extend your period of stay, change your status of residence, request for application for COE by proxy, etc. In order to go through the procedures concerning a status of residence, you will need to have made a deposit. If you need a "certificate of admission" for your application, ask the WBS Admissions Office to issue it.

(1) If you have a status of residence of "Student"

If you currently have a status of residence of "Student," please apply for "extension of period of stay" as necessary. You are able to apply for extension of period of stay from three months before your status of residence expires. For details on procedures, please refer to ["If your current status of residence is "Student" in "For Prospective Students" on the above website.](#)

(2) If you have a status of residence of "Temporary Visitor"

If you currently have a status of residence of "Temporary Visitor," as a general rule, you will need to leave Japan once and apply for a status of residence of "Student." For details on how to apply for a status of residence of "Student," please refer to **"(4) If you do not have a status of residence."**

(3) If your status of residence is other than "Student" or "Temporary Visitor"

If you finish the activity that falls under your current status of residence, you will need to change your status of residence to "Student." If your status remains the same, such as "Dependent," change the status of residence as necessary. For details on procedures, please refer to ["If your current status of residence is other than "Student""](#) in "For Prospective Students" on the above website.

[Note]

In order to apply for extension of period of stay or change of status of residence, you need a completed application form issued by Waseda University. Prior to making the application to the Immigration Services Bureau, please submit the application form, a certificate of admission, and other necessary documents to the university.

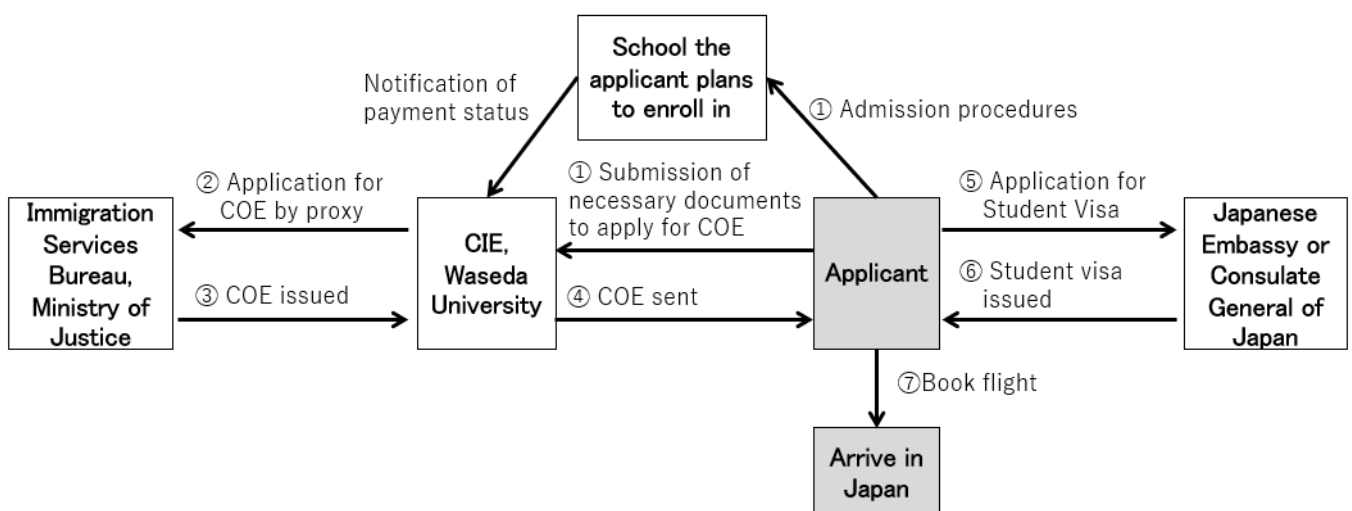
(4) If you do not have a status of residence

In order to apply for a status of residence, you will first need to obtain a certificate of eligibility (COE) from the Immigration Services Bureau in Japan. Waseda University will apply for a COE on behalf of the applicant to the Immigration Services Bureau only for international students residing outside Japan who have completed the enrollment procedures. After a COE is issued and sent to Waseda University, it will be sent to you. Upon receiving the COE, you will need to take it with your passport to the Japanese embassy or consulate in your country of nationality/residence to apply for a "Student" visa. The COE is valid for 3 months after the issuance, so be sure to acquire your visa and enter Japan before the COE expires. Since it takes around 2 months for examination at the Immigration Services Bureau, please be careful not to start late with little time before enrollment.

[Note]

- Waseda University will carry out the application by proxy only after you have made the deposit. Please complete your payment as soon as possible and start your procedures of requesting an application by proxy.
- For information on what documents are needed to request for application by proxy and where to send them, please see "Guide for Enrollment" when you are accepted.

【Sequence of Steps Involved in Obtaining a "Student" Visa (①→⑦)】



*Depending on the embassy/consulate, the duration before a "Student" visa is issued varies, and in some cases, it takes about 3 weeks.

*After submitting your application documents to Center for International Education, please contact the Japanese embassy/consulate which you intend to apply to and ask how long it will take for your visa to be issued.

(5) Acquisition/Change of status of residence

[Visa waiver or Temporary Visitor status holders]

If you enter Japan as a visa waiver or on a Temporary Visitor status (within 90 days of stay in Japan, for activities such as sightseeing, business, or visiting relatives, etc., that do not involve the receipt of money), in principle, you will need to leave Japan once to apply for a student visa by submitting your COE to the Japanese embassy or consulate in your country of nationality/residence. However, if it is difficult for you to return to your home country before the start of the new semester because of the late issuance of the COE due to the entrance exam held at the end of the academic year, you can apply for change of status of residence at the Immigration Services Bureau upon issuance of a COE. However, please bear in mind that this application is unusual, and that you may not be allowed to change the status of residence. As the Immigration Services Bureau is solely responsible for decisions regarding the status of residence, Waseda University cannot be held responsible for the duration of screening or outcome.

[Note]

For holders of a temporary visitor status of 30 days or less, change of status in Japan is not allowed. Please leave Japan once, submit the COE at the Japanese embassy or consulate in your country of nationality or residence, and obtain a student visa before re-entering Japan.

(6) Other important points

- The Center for International Education, Waseda University acts on your behalf to apply for a "Student" status of residence only. If you wish to apply for other types of status of residence, you need to make an application by yourself at the Immigration Services Bureau.
- The Immigration Services Bureau may require you to submit additional documents if needed.
- If you decide not to enter Waseda University, please immediately inform the Center for International Education. Also, if you are accepted by another university in Japan, please make sure that you do not apply for a COE through more than one university. If there are multiple applications, a COE cannot be issued.
- If you have multiple nationalities including a Japanese nationality, you are not eligible to apply for a COE.
- The Immigration Services Bureau is solely responsible for decisions regarding the status of residence. If issuance is delayed or application is not approved, Waseda University cannot be held responsible for the cancellation fee of your air ticket or other inconveniences. Please be careful when you book your flight.
- Applicants who hold nationality from the Philippines / Vietnam / Indonesia / Nepal / Myanmar / China are required to submit the "Tuberculosis(TB) Clearance Certificate" in addition to the usual Certificate of Eligibility (COE) application documents to prove that you are not infected with TB. The date this rule takes effect differs depending on your nationality, so please be sure to check the details from the following document if applicable. <<https://www.waseda.jp/inst/cie/news/40765>>.
- For application procedures concerning "Student" status of residence, please contact the Center for International Education, Waseda University (e-mail: cie-zairyu@list.waseda.jp).

Screening Fee Waiver for Applicants from Specified Countries

Applicants who **reside in** and **hold nationality** of countries designated by Waseda University may apply for a waiver of the screening fee. Eligibility is based on the OECD/DAC list of "Least Developed Countries" and "Low-Income Countries (non-LDCs)". The list of the countries are included in the Application Form for Screening Fee Waiver, Waseda University:

<https://waseda.box.com/s/x0fxmtsibip5sfjfp99nfqikmjd906wl>

How to Apply:

Instead of uploading proof of screening fee payment, please upload the completed Application Form for Screening Fee Waiver, Waseda University in the "Proof of the Payment of Screening Fee" section on TAO.

[Note:]

- the applicant's country of residence and nationality do not necessarily have to be identical
- Dual nationals are only eligible if both nationalities are listed in the form.
- Screening fees that have already been paid cannot be refunded.
- False or misleading claims may result in revocation of admission.

University Regulations

Dishonest Acts

Waseda University has established the following precautions to ensure that the entrance examination is conducted in a strict manner, and that all applicants may take the examination fairly and impartially. Please read these precautions carefully before taking the entrance examination, and approach the examination with the appropriate attitude of seriousness. Your essay, personal statement, research plan, etc. are a chance to explain yourself to the school and should be completed by yourself. Using generative AI to create these documents and presenting them as your own work may be considered as cheating and could affect the evaluation of your application.

1. Any falsification, fabrication, plagiarism, modification, etc., of documents, materials, or information submitted to the University at the time of application may be considered misconduct.
2. Your actions may be considered dishonest if you commit any of the following acts:
 - A) Cheating (e.g., concealing or using cheat sheets, reference books, etc., during the examination, looking at other examinees' answer sheets, etc., seeking answers from other examinees, taking notes on one's body, objects, desk, etc. and referring to them.)
 - B) Any action that benefits another examinee or other examinees, such as communicating the answers to a question, etc., during the examination.
 - C) Holding or using mobile phones, etc.*, during the examination.
 - D) Enabling any sounds (incoming calls, alarms, vibrating sounds, etc.) on mobile phones, etc., and watches during the examination.
 - E) Behavior that disturbs other examinees in the examination room.
 - F) Failure to follow the instructions of an examination supervisor, etc., at the examination site.
 - G) Having any person other than the applicant herself/himself impersonate the applicant and take the examination.
 - H) Any and all other acts that may impair the fairness of the examination.

In this Application Guide, the term "mobile phones, etc.," refers to all electronic devices equipped with communication functions, including but not limited to mobile phones, smartphones, smartwatches, smart glasses, and wireless earphones, etc.

Communication functions include the ability to send, receive, or transmit data via Bluetooth, Wi-Fi, or other data communication methods, excluding functions limited to displaying the date and time.

3. If misconduct is suspected, the University may respond as follows. Failure to comply with these actions may be considered an admission of wrongdoing.
 - An examination supervisor, etc., may give examinees a warning or inquire about the circumstances.
 - The applicant may be requested to take the examination in a different seat or room.
 - The University may inquire about the authenticity, etc., of documents, materials, theses, and information, etc. submitted to the University (hereafter "Submitted Documents") by providing them to the issuers, providers, theses review entities, etc. By submitting or providing the Submitted Documents to the University, the applicant agrees to the University's right to make such inquiries.
4. The following actions may be taken in the case of confirmed misconduct.
 - The applicant will not be permitted to take any entrance examination of the University in the relevant academic year (screening fees will not be refunded).
 - The results of all entrance examinations of the University for the relevant academic year shall be null and void.
 - If, after enrollment, a student is found to have committed misconduct, he/she may be subject to revocation of admission, in accordance with the University's rules and regulations.
 -

Environment for Entrance Examination

Please review the following material carefully so that you will know what to expect during the Waseda University Admissions Exam.

1. The exam environment

We will do our best to provide you with a quiet and equitable exam environment. However, please be aware of the following unavoidable conditions that may occur.

- A) Everyday noise (airplanes; motor vehicles; wind and rain; the sound of the air conditioner; coughs, sneezes and snuffles from the other examinees; the distant noise of cell phones, etc.) is sometimes unavoidable. As a general rule, no special treatment will be given to any examinee (or group of examinees) due to any occurrence of "everyday noise."
- B) In the event that a cell phone or wristwatch rings, vibrates, or otherwise causes a disturbance during the exam, and an exam monitor can identify the particular device as the source of the disturbance, he/she will remove the device from the exam site, with or without the consent of its owner. The item will be kept at exam headquarters.
- C) While desks, chairs, air conditioning, acoustic equipment, etc., may vary between classrooms used as test sites, this will not be taken as a handicap to any examinee.
- D) If, by the actions of a certain examinee, other examinees are disturbed, the examinee causing the problem may be asked to take the exam in a different room.

2. Unforeseen problems that are beyond human control.

In cases of unforeseen circumstances that are beyond human control, such as a natural disaster (e.g., typhoons, earthquakes, flooding, tsunamis) and/or accident, such as fire, power failure, and so on, measures including delaying the start of the exam or postponing the exam, etc. may be taken. However, in such an event, we will bear no responsibility for any resulting inconvenience, expense, or other personal loss that the examinee may incur.

Q) Are there any restrooms that are wheelchair accessible or multipurpose?

A) Each campus is equipped with all gender restrooms that are accessible to everyone. Their functions vary based on their location. Please refer to Waseda University's Accessibility Map for further details.

https://www.waseda.jp/inst/diversity/en/support/accessibility_map/

Handling of Personal Information

Waseda University will use the personal information (address, name, date of birth, etc.) collected at the time of application to discharge duties relating to entrance examinations, announcement of successful applicants, enrollment procedures, and other related work. In doing so, the University will take necessary and appropriate measures to prevent the leakage, outflow, or unauthorized use of such information. The University may outsource all or part of the above-stated items. In such cases, the University will oblige, by contract or other means, the subcontracted entity or entities to perform necessary and appropriate management of the information. The University may inquire about the authenticity, etc., of documents, materials, theses, and information, etc., submitted to the University (hereafter "Submitted Documents") by providing them to the issuers, providers, theses review entities, etc. By submitting or providing the Submitted Documents to the University, the applicant agrees to the University's right to make such inquiries. Personal information that has been statistically processed, keeping individual identities confidential, will be used as material for surveys and research for the University's admission selection processes.

For the sake of administering entrance examinations in an efficient manner and carrying out enrollment procedures, Waseda University collects information regarding your sex on legal documents such as family register or passport. The information is collected only for reasonably justifiable purposes, and these cases are limited to a minimum. If your sex is marked as neither male nor female on the legal documents, please contact at the Office prior to application. The information does not affect the screening result.

<https://www.waseda.jp/inst/diversity/support/sexual-minority/>

Waseda Business School
(Graduate School of Business and Finance
Waseda University)

3rd Floor, Building 11, Waseda Campus, Waseda University,
1-6-1, Nishi-Waseda, Shinjuku-ku, Tokyo 169-8050 JAPAN

TEL +81-(0)3-5286-8719
E-mail wbs-admissions@list.waseda.jp
HP <https://www.waseda.jp/fcom/wbs/en/>