Graduate School of Asia-Pacific Studies (GSAPS)
Waseda University

Application Guide

Special Admission for SILS - GSAPS 5BM

<April 2028 Entrance>

【English-based program】

MA in International Relations

Admissions Office Graduate School of Asia-Pacific Studies (GSAPS)	
Address	Nishi-Waseda Bldg. 7F, 1-21-1 Nishi-Waseda, Shinjuku-ku, Tokyo, Japan 169-0051
TEL	+81-(0)3-5286-3877
URL	https://www.waseda.jp/fire/gsaps/en/
Inquiry Form	Inquiry Form of GSAPS Admissions Office

＜＜Important Notes＞＞

① **This application guide is for the applicants of【English-based program】, who choose English for screening / thesis writing at GSAPS.**
Be sure to use English when preparing the application documents by following the applicable application guide.

② **Read the application guide thoroughly.**
The GSAPS Admissions Office will not answer any inquiries regarding the topics which are already explained in the application guide.

③ **Communicate well enough with your recommender in advance to ask for your recommendation letter.**
You need to send the "request" to your recommender on the online application system (TAO) to ask him/her to submit the evaluation/recommendation letter for you.
We are not responsible for the trouble due to the lack of your communication with your recommender.

④ **Confirm whether you are duly in the right application form on the online application system before inputting/uploading your data.**
Online Application Form is different by Language/Program/Admission Category.

⑤ **Check carefully if there are any mistakes before finally submitting the online application.**
The online application system can tentatively be saved by each section.
Please carefully check your input and uploaded files (whether most updated/appropriate content) before you finally submit the application. You cannot replace them after submission.

⑥ **Be sure to complete your application by the application deadline.**
The server will be very busy just before the deadline and it may take some time to submit your application. Please be careful and allow plenty of time to complete your application process. (You can complete the process by clicking the "Complete the Application" button on TAO. No need to wait for your recommender to submit the recommendation letter.) Please note that applications submitted outside the application period will not be accepted for any reason.

⑦ **Check your e-mail account registered at the time of application regularly.**
The GSAPS Admissions Office may contact you via e-mail, when necessary after you have completed your application. The GSAPS Admissions Office will not be responsible for any consequences caused by the applicants' failure to receive, read and/or reply to the messages sent from our office. Make sure to configure your settings so that e-mails from the domain "@list.waseda.jp" can be received.

⑧ **The GSAPS Admissions Office strictly checks whether any documents, statements, or information submitted as part of your application have been falsified, fabricated, or plagiarized.**
You will be deemed to have committed misconduct if you falsify, fabricate, plagiarize, or modify any documents, materials, or information submitted in your application. In such a case, any decision taken regarding your application may later be invalidated and your application documents will not be returned, and the screening fee will not be refunded.

International Studies Program
Graduate School of Asia-Pacific Studies, Waseda University
Admissions Policy

'Focusing on the Asia-Pacific region, GSAPS seeks not only to conduct interdisciplinary research from global and regional perspectives in the fields of regional history, politics, economics, industry, business management, society, culture and various international concerns, but also to deepen understanding of the growing Asia-Pacific region, and to mold future experts and researchers who can assume responsibility of the region's future'.
GSAPS seeks both domestic and international students who are keen to learn, motivated to excel, and aiming for a better future for international society.

For our MA Program, GSAPS welcomes applications not only from undergraduate students, but also from professionals who have relevant work experience, and seek to enhance the well-being of global society, rather than just their home country.
In admissions evaluation, in addition to agreement with the fundamental principles of the Graduate School, GSAPS attaches great importance to the following five factors. Evaluation is conducted through a review of the research plan, academic transcripts, documents certifying language proficiency, and other relevant materials, as well as an interview if necessary.

1. The aptitude to identify global issues from a regionally grounded perspective and develop solutions
2. The ability to learn across diverse fields and conduct interdisciplinary research from multiple perspectives
3. The ability to think rationally and logically
4. Language proficiency and communication skills effective in international society, and the flexibility to collaborate in a multicultural environment
5. Motivation and experience to play an active role in international society

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I. Overview

The 5BM Program is designed for students of the School of International Liberal Studies (SILS) at Waseda University to obtain both a bachelor's degree from SILS and a master's degree from the Graduate School of Asia-Pacific Studies (GSAPS) within five years (4 years at SILS + 1 year at GSAPS). Students who pass the 5BM screening will take GSAPS Project Research and lecture courses during their fourth year at SILS. After that, they will officially enroll in GSAPS and aim to complete the program in one year.

*To complete the program in one year, it is required that you have earned 10 credits from GSAPS lecture courses prior to your enrollment at GSAPS.

* For Applicants who have graduated from several universities or are participating in a Double Degree Program between SILS and another university, please contact the GSAPS admissions office well in advance of the application period.

1. Eligibility

Applicants must fulfill all the following criteria (1) to (5) to be eligible to apply for Special Admission for the SILS - GSAPS 5BM Program.

(1) Applicants must be third-year students at the School of International Liberal Studies (SILS), Waseda University, at the time of application, and must have enrolled in SILS in April.

(2) Applicants must be expected to graduate from SILS by March 2028.
   * Applicants must be able to take GSAPS courses during the one-year period prior to official enrollment.

(3) Applicants must have a GPA of 3.0 or higher as indicated on the Transcript of Academic Record/GPA issued by Waseda University.
   * The official transcript must be submitted.

(4) Applicants must have earned at least 88 credits toward graduation. Exceptions may be made in the following cases:
   - If the transcript includes grades for only 4 semesters: at least 70 credits must be earned.
   - If the transcript includes grades for only 3 semesters: at least 54 credits must be earned.

(5) Applicants must obtain recommendation letters from two full-time SILS faculty members certifying their academic abilities and knowledge.

Even if the applicant passes the entrance examination, admission will be revoked if the applicant withdraws from SILS or fails to meet the following conditions:

As of one year prior to the date of enrollment, the applicant must have been enrolled in the School of International Liberal Studies for at least three years, must have earned at least 104 credits toward graduation, and must have a GPA of 3.0 or higher as stated on the Transcript of Academic Record/GPA issued by Waseda University.

【Important Notes for This Admission】

1. Successful applicants will be requested at the time of entrance procedures to submit an official certificate indicating that you have indeed met the requirement (2) such as Certificate of Graduation and finalized Academic Transcript. You will not be permitted to enter Waseda University under this program, even if you pass the screening, unless you submit the relevant certificates confirming you have met the requirements of this program.
2. Successful applicants for this program are required to earn at least 10 credits from the courses offered by Graduate School of Asia-Pacific Studies (GSAPS) during the one-year period prior to official enrollment in GSAPS. If you fail to earn at least 10 credits before enrollment, please note that it will not be possible to complete the program within a one-year framework; students must instead aim to complete the program within a two-year framework.
3. Faculty of Waseda University including Waseda University Junior/Senior High School, Waseda University Honjo Senior High School and Art and Architecture School are not able to become a student of the University, although there are a few exceptions according to the university regulations. If you have any question, please ask the office of your affiliation.

2. Number of Students to Be Admitted

120 students per academic year for the MA Program, which is the total number for April and September entrance.

3. Application Schedule

Application Period	January 7 (Thu.) 10:00 – January 14 (Thu.) 16:59, 2027 *Please complete the online application and payment of the screening fee within this period.
Available Date of the Application Number	January 18 (Mon.), 2027
Interview	January 25 (Mon.), 2027
Screening Result Announcement	February 10 (Wed.), 2027
Payment Period of Entrance Procedure Fee (Only for Successful Applicants)	late November – Early December, 2027
Matriculation Date	April 1 (Sat.), 2028

*All the dates and times in this application guide indicate Japan Standard Time (JST).

4. Screening Method

The decision whether to accept or reject will be based on the results of comprehensive evaluation of all the required documents submitted and an interview.

- GSAPS Admissions Office does not accept submission of application documents in person.
- The contents of application documents once submitted cannot be changed.
- Documents will NOT be returned once submitted, regardless of any special circumstances on the part of the applicant.
- The interview will be held on the Waseda campus.
  * If it is difficult to attend the interview at Waseda Campus due to reasons such as studying abroad during the interview period, we will consider conducting an online interview. In that case, please contact us.

- Even if the applicants choose English as a medium of screening/thesis, interviewers may ask questions in Japanese.

5. Project Research

Students at GSAPS take small-sized **project research seminars held under the guidance of their academic advisors**, where they will learn and master skills to prepare and complete their thesis, to compile, analyze and review relevant information fully and to understand the research methodology. In principle, students belong to and work under one project research seminar respectively through all the school years since the 7th semester while enrolled in SILS.

Therefore, please deliberately choose the project research seminar/professor fit to your own research field/interest from the list in the next page by checking the information provided on the websites at the bottom of the next page. Generally, all the applicants need to input their own choice(s) (the first/second preference) for project research on the online application. Furthermore, in your fourth year in the School of International Liberal Studies, you will be taking courses offered by both the School of International Liberal Studies and GSAPS. Therefore, please check the syllabus of our graduate school and select an appropriate Project Research course and faculty member to ensure that your class schedule does not overlap.

The final selection of the project research takes into comprehensive consideration the applicant's research plan, desire and all the other documents submitted during the application. Please note that you may not necessarily be assigned to your desired project research seminar/professor.

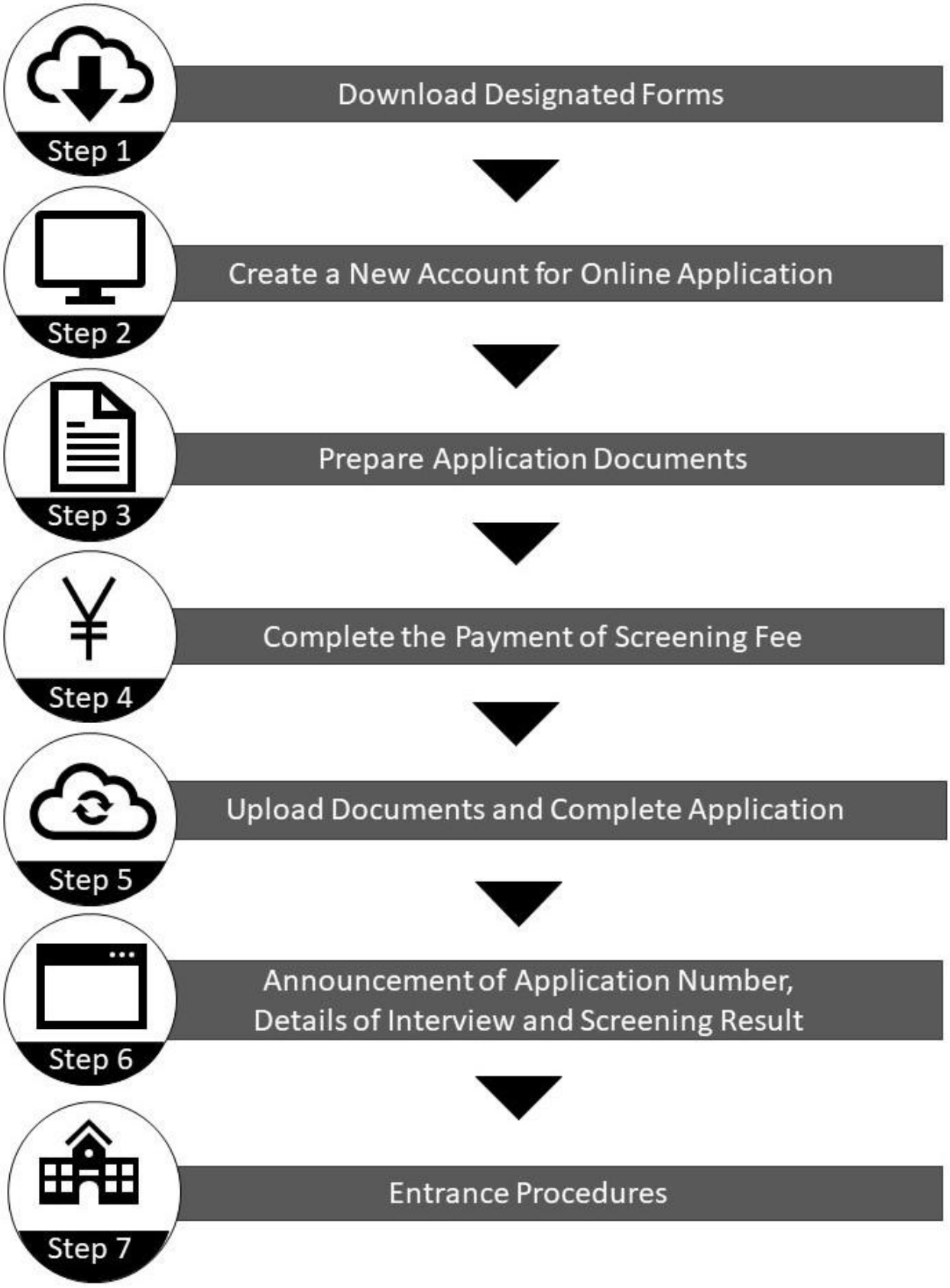
Project Research Seminars Available for April 2028

***Available project research seminars are subject to change. If there will be any, we will notify on our website before the application period.**

Field/Area of Research	Name of Faculty	Project Research
Area Studies	AKIBA, Takeshi	Law and Society in the Asia-Pacific
	BUKH, Alexander	Politics and International Relations in Northeast Asia
	ENDO, Tamaki	Economy, Culture and Society of Asian Cities
	GAGNE, Nana Okura	Society & Culture in Asia-Pacific
	HOFMANN, Reto Thomas	Japan and Asia in Global History
	NAKAJIMA, Seio	Popular Culture in Asia
International Relations	BACON, Paul Martyn	Europe and Asia: Inter-regional Relations ※Available in English only
	NABESHIMA, Kaoru	East Asian Economies and Industries
	SHINOHARA, Hatsue	East Asia and America, Foreign Policy
	UEKI, Chikako	International Relations and Security in East Asia
International Development / Policy Studies	KATO, Atsushi	Economic Development and Policy in Asia
	KATSUMA, Yasushi	Peace, Human Rights and Social Development in Less Developed Countries
	KURODA, Kazuo	International Education Policy in the Globalizing World

GSAPS Website (Project Research Seminar)	https://www.waseda.jp/fire/gsaps/en/admissions/project/
GSAPS Website (Faculty)	https://www.waseda.jp/fire/gsaps/faculty-en
Waseda University Researcher Database	https://w-rdb.waseda.jp/search?m=home&l=en
Waseda University Syllabus Search	https://www.wsl.waseda.jp/syllabus/JAA101.php?pLng=en

II. Roadmap to Enrollment



III. Application Procedures

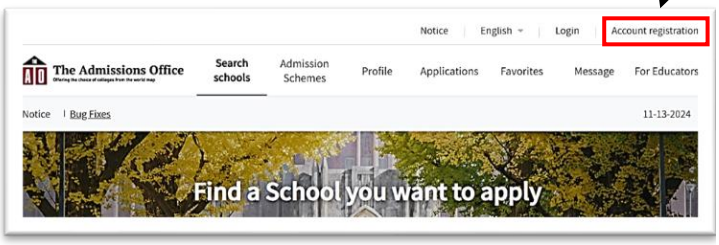
Applicants are required to complete the payment of the screening fee and submit the application documents as directed below during the application period. The deadline will NOT be extended under any circumstances. (Application is accepted when payment of screening fee and submission of application documents have both been completed.)

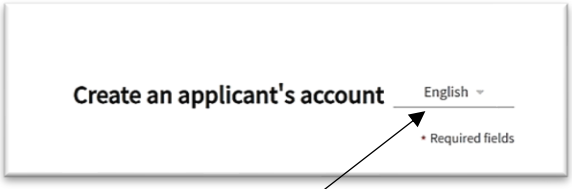
Step1 Download Designated Forms

Access our website and download the necessary documents.
https://www.waseda.jp/fire/gsaps/en/admissions/for-waseda

Step2 Create a New Account for Online Application

Application documents must be submitted through the designated online application system, "The Admissions Office (hereinafter TAO)". Access the link below and click "**Account registration**" to create an account first.
https://admissions-office.net/en/portal





Please select **English** as the language on the "Account registration" page.

To create your account, use **the legal name in alphabet written on your passport**. (If you do not possess a passport at the time of application, use the name in the certificate of family register or citizenship.)
After creating your TAO account, please find "Waseda University, Graduate School of Asia-Pacific Studies (GSAPS) / International Studies Program **April 2028 Entrance【English-based program】MA Course：SILS-GSAPS 5BM Program** on the "Admission Schemes" menu. (If you choose to write the thesis in Japanese at GSAPS, please choose the form of【日本語履修】for the appropriate admissions category.) Follow the detailed instructions shown on the system and this Application Guide, when filling out or uploading the materials.

Application Period (Open Period of Application System)	January 7 (Thu.) 10:00 – January 14 (Thu.) 16:59, 2027 (JST)

- By creating your account on TAO, you are deemed to agree to the "Terms of Use" and "Handling of Personal Information" designated by Samadhi Co., Ltd., the service provider of TAO.
- You do not need to create the "Profile" in order to apply for this admission. The GSAPS Admissions Office does not use the information filled in this section. (You are required to input your personal information in "Applicant's Information" section of online application form.)
- There are a number of forms you must fill in to complete your application. You may start your application from any section, but you CANNOT press "Save and go to next" until you complete the sections marked "＊".
- It is very important that you **check your registered e-mail account regularly**, since the GSAPS Admissions Office may contact you concerning your application. Be sure to add our sending domain (@list.waseda.jp) to your list of acceptable e-mail senders to ensure that you receive our e-mails. The GSAPS Admissions Office will not be responsible for any consequences caused by the applicants' failure to receive, read, and/or reply to the messages sent from our office.
- The terms on TAO are subject to change from that indicated in this application guide when you see in actual TAO form during application period due to TAO management system.

Step3 Prepare Application Documents

- Application documents must be fully completed in order to be qualified for screening. If there are any imperfections in the submitted documents, you will be placed at a disadvantage.
- Online Application Form is different by language/program/admissions category you choose. If you choose English for your degree thesis, please select and input/upload your information to "Waseda University / Graduate School of Asia-Pacific Studies (GSAPS) / International Studies Program / **April 2028 Entrance【English-based program】 MA Course：SILS-GSAPS 5BM Program** on Admission Schemes. (If you choose Japanese, please make sure to select 早稲田大学/大学院アジア太平洋研究科（GSAPS)/国際関係学専攻/ 2028 年 4 月入学【日本語履修】修士課程: SILS-GSAPS 5BM 入試 for the appropriate admissions category.)
- Be sure to enter information on TAO and write ④ 'Essay A: Research Plan' **in English** (the language of the program you have chosen).
- All documents should be issued in English or in Japanese. For documents in other languages, upload copies of official translations in either English or Japanese along with the documents issued in the original language. Documents must be translated either by the issuing institution, translation agency or other appropriate office officially approved by the government.
- Follow the instructions on the online system regarding the types of files (extensions) which can be uploaded.
- Please be reminded that we may request additional documents if necessary.

No.	Documents	○: Required * if applicable	Reference
①	TAO Online Application Form	○	P.12
②	Copy of Passport	○	P.12
③	Photo	○	P.12
④	Essay A: Research Plan	○	P.13
⑤	Transcript of Academic Record/GPA	○	P.13
⑥	Transcript of Academic Record	○	P.13
⑦	Transcript of Academic Record during studying abroad (required only for those who have studied abroad)	*	P.13
⑧	Copy of Payment Receipt	○	P.13
⑨	Recommendation Letter (2 letters)	○	P.14
⑩	Copies of Both Sides of Residence Card or Special Permanent Resident Certificate (required only for non-Japanese who already possess the status of residence in Japan)	*	P.17

IMPORTANT

Successful applicants will be requested to **submit the originals or their certified/notarized copies of the documents such as a certificate of graduation/completion and academic transcripts and proof of your language ability to the GSAPS Admissions Office at the time of entrance procedures**. **(*For details of <Certified/Notarized Copy>, see below.)**

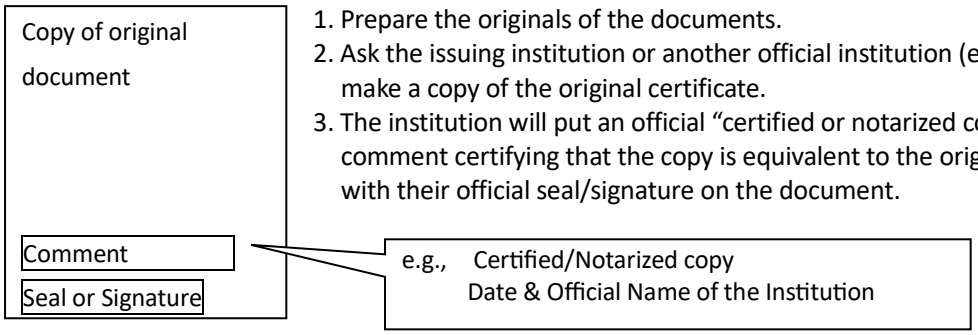
If the contents in the originals or certified/notarized documents submitted after acceptance differ from the digital copies uploaded on the online application system, or if you are unable to submit original or certified/notarized documents, **your acceptance to GSAPS will be revoked.** Therefore, please be sure to **prepare and keep the original or certified/notarized copies of the** documents to prove your graduation/completion /academic records at your hand.

*If they pass the screening, they will be requested to submit the originals of the graduation/completion certificate and Transcript of Academic Record/GPA issued after graduation/completion.

<Certified/Notarized Copy>

If you are not able to submit the original copies of the certificates for some reasons, make sure to prepare certified/notarized copies. A certified/notarized copy means a copy of the document that has been deemed equivalent to the original document with an official seal from the issuing institution (e.g., university) or another institution (e.g., a notary public). The official seal or signature proves and certifies that the copy is true to the original ones. A simple photocopy is NOT acceptable.

<How to prepare a certified/notarized copy>



1. Prepare the originals of the documents.
2. Ask the issuing institution or another official institution (e.g., notary public) to make a copy of the original certificate.
3. The institution will put an official "certified or notarized copy" stamp and/or add a comment certifying that the copy is equivalent to the original document along with their official seal/signature on the document.

① TAO Online Application Form

- Input the information of the applicant such as your profile, language proficiency, intended project research, etc., and also upload/input ②-⑩ described below.
  After logging into TAO and clicking "+Start my application", start to input/upload your information by clicking each item among those listed at the left side of the screen.
  *Please also refer to the page of "Help for applicants" (https://admissions-office.net/en/faq/top), if necessary.

② Copy of Passport

- Prepare a digital file (png, jpeg, jpg or pdf) of the pages bearing your photograph, name, and passport number. If you do not have a passport at the time of application, upload the certificate of family register or citizenship.
- If you hold multiple passports, upload the data of all the passports.

Click here: Tips for Submitting your passport

③ Photo

- Upload a color photograph taken within 3 months of the application (4:3 ratio, front view face, no hat, no background, no frame).
- Please make sure to upload an Photo (Speed photos are acceptable). Snapshots or photos taken and printed by individuals using smartphones, etc. will not be accepted.
- **Please do not post-process or retouch the photo.**
- Photos taken wearing scarves, sunglasses, etc. will not be accepted. However, if you wish to submit a photo of yourself wearing a medical or religious headwear, please contact us before your application.
- This Photo will be used to identify the applicant on the interview. Unclear photos or photos that make it difficult to identify the individual due to differences in hair style or others cannot be accepted.



* Any falsification or misrepresentation of submitted documents (including photo manipulation or alteration) will be deemed an act of misconduct.

④ Essay A: Research Plan

- Describe in detail your research plan which you wish to pursue at GSAPS, including the theme, methods of approach which you intend to use, etc. (800 words or less in English)
- Write the essay using the designated form (Word file) which is downloadable from the GSAPS website (URL is shown in the online application form), make it to a PDF file and upload it. Also, please write a list of references. The list of references is not included into the total number of words/letters stated above.
- Write in English.
- No designated font or size.

- For the essays below, input directly in TAO application form.
  - B: Please explain the reasons why you have chosen to apply for the GSAPS MA Program at this particular time in your life. (200 words or less in English)
  - C: Please describe your career goal in detail. How do you plan to achieve them? What significance will your degree obtained at GSAPS have in helping to achieve your career goals? (200 words or less in English)
  - D: Please describe any special awards which you have received for academic, professional, or community achievements, if any. Or please describe some personal achievement which you would like to bring to the attention of the Admissions Office and state the reasons why the achievement you have described is of particular significance to you. (200 words or less in English) (Optional)

* Please be sure to prepare your research plan and others by yourself, as this will give you an opportunity to explain yourself to the graduate school you wish to apply to. If you use a generated AI to prepare these documents and submit them as if they were written by yourself, it may be considered cheating and may affect your evaluation in the selection process.

* For the essays to be submitted by students who choose Japanese-based program, please refer to the Application Guide of【日本語履修】.

⑤ Transcript of Academic Record/GPA

- Your GPA indicated on the Transcript of Academic Record/GPA issued by Waseda University must be 3.0 or higher. Submit the most updated Transcript of Academic Record/GPA issued by the University.
- **Issue a paper-based copy of your Transcript of Academic Record/GPA and upload a scanned copy of it to TAO. Digital certificates will not be accepted.**

⑥ Transcript of Academic Record

- Applicants must have earned at least 88 credits toward graduation. Submit the most updated Transcript of Academic Record issued by the University. Exceptions may be made in the following cases:
  - If the transcript includes grades for only 4 semesters: at least 70 credits must be earned.
  - If the transcript includes grades for only 3 semesters: at least 54 credits must be earned.
- **Issue a paper-based copy of your Transcript of Academic Record and upload a scanned copy of it to TAO. Digital certificates will not be accepted.**

⑦ Transcript of Academic Record during studying abroad (required only for those who have studied abroad via CIE or SILS)

- Obtain a Transcript of Academic Record issued by your host university and upload a scanned copy to TAO.

⑧ Copy of Payment Receipt

- Upload a digital photo or screenshot of the screening fee payment receipt. Refer to “Step 4 Complete the Payment of Screening Fee” for more details.

⑨ Recommendation Letter (2 letters)

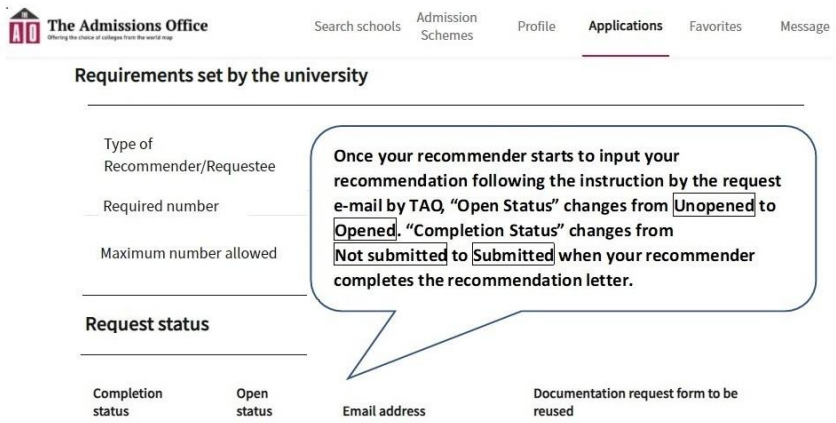
- Send a request to your recommender for your evaluation/recommendation letter in "Recommendation Letters" section on TAO. The e-mail address of the recommender to whom your request is made should be official e-mail address with the Waseda domain.
- **The recommenders must be full-time SILS faculty members who have taught the applicant in seminars/classes and are able to evaluate the applicant.**
  *If you belong to a seminar, you must submit one recommendation letter from your seminar supervisor.
- The recommendation letter submission period is the same as the application period: January 7 (Thu.) 10:00 – January 14 (Thu.), 2027, 16:59 (JST). Submission after the deadline will not be accepted for any reason. Make sure to communicate well with your recommenders in advance for them to complete putting the evaluation and submission of the recommendation letter within the application period.
- There is no designated form. Request your recommender **(1) to use the letter form with the letterhead of the recommender's institution; (2) to sign the letter; (3) to write in English or Japanese.**
- Share ***'Instructions for Recommenders'*** below with your recommender for him/her to follow so that he/she can submit the letters smoothly.
  'Instructions for Recommenders'
  English: https://www.waseda.jp/fire/gsaps/assets/uploads/2026/03/EN_To-Recommenders_5BM.pdf
  Japanese: https://www.waseda.jp/fire/gsaps/assets/uploads/2026/03/JP_To-Recommenders_5BM.pdf

Notes:

- E-mail address of your recommender must be the address with the domain of your recommender's institution. GSAPS Admissions Office does NOT accept any free e-mail addresses with the domain such as yahoo/gmail/qq, etc. or a personal provider e-mail address as your recommender's e-mail address.
- Recommendation letter submitted by any system or method other than TAO will be considered invalid. If you encounter any problems, please contact the GSAPS Admissions Office as soon as possible during the application period.
- The GSAPS Admissions Office might contact the recommender to verify the information on the form.
- Any falsification of documents/information will lead to the rejection of the application and other serious measures.

IMPORTANT

- You can send a request to your recommender before you complete other sections of the application forms. So, **it is recommended that you should send "Request" to your recommender at the earlier time of application period, so that your evaluations/recommendation letter can be duly submitted by the application deadline.**
- You can complete/submit your online application before your recommender submits the evaluation and recommendation letter on the TAO system. **Please make sure to duly complete your online application within the application period.**



Instructions for Recommenders [Submission period: January 7 – January 14 16:59, 2027, (JST)]

Graduate School of Asia-Pacific Studies, Waseda University, uses an online application system, "The Admissions Office (TAO)". In order for our applicants to complete their applications, we would appreciate your cooperation with submitting "Recommendation Letter" online as instructed below.

① Request E-mail from TAO

You will receive a request e-mail from TAO (no-reply@admissions-office.net), when our applicant sends a request for "Recommendation Letter" on the online application system. Please access the link provided in the e-mail to proceed.
*Please add the sending domain (admissions-office.net) to your list of accepted e-mail senders to ensure that you receive the messages sent from TAO.

② Create an account

Choose "Recommenders/Requestees" tab and click "Account registration". Please **use the same e-mail address at which you have received the above request message**. (If you create an account with a different e-mail address from the one where you received the request, you cannot submit the recommendation.) A confirmation e-mail will be sent to you once you create a new account.

③ Complete "Recommendation Letter"

Click the applicant's request and enter required information either in English or Japanese. Please upload the PDF file of the recommendation letter. When you successfully upload it, PDF icon comes on the screen. Then, click Save button.
Your recommendation letter will NOT be disclosed to the applicant.



④ Submit "Recommendation Letter"

Complete to submit "Recommendation Letter" by clicking +Submit button. Please confirm that the completion status is changed from Please submit to Completed after you finalize your letter submission.

推薦者の方へ 提出期間：2027 年 1 月 7 日～1 月 14 日 16:59(日本時間)

The Admissions Office (TAO)は、早稲田大学アジア太平洋研究科が使用しているオンライン出願システムです。当研究科志願者が出願を完了できるよう、以下の手順をご確認の上、「推薦状」の作成にご協力願います。

① 依頼メールの受信

志願者が TAO 上で推薦者に作成依頼を送信すると、TAO (no-reply@admissions-office.net)より推薦状作成の依頼が届きます。メール内のリンクから Web サイトにアクセスしてください。 ※所定ドメイン(admissions-office.net)からのメール受信ができるように設定願います。

② アカウント作成

「推薦者/依頼受領者」タブの「会員登録」をクリックし、TAO の Web サイトからアカウントを作成してください。**メールアドレスは、推薦状作成依頼を受け取ったメールアドレスと同一のものを必ず使用してください。 (依頼を受け取ったメールアドレスと違うメールアドレスの場合、推薦状を作成することができませんのでご注意ください。)** アカウント作成後、登録確認のメールが送信されます。

③ 推薦状の入力

TAO にログイン後、対象の志願者欄をクリックし、日本語もしくは英語で必要項目をご入力ください。推薦状の PDF ファイルをアップロード後、右図のように画面に PDF マークが表示されたら適切にアップロードされていますので、保存するボタンを押してください。なお、入力した内容は志願者本人には公開されません。



④ 推薦状提出

その後、+依頼書類を提出ボタンをクリックして、TAO への推薦状提出を完了してください。入力状況が入力済から提出済に変更されていることをご確認ください。

<FAQ>

If you have any questions regarding request/submission of recommendation letters, please read this FAQs thoroughly before making inquiries to our office. *If you still have the problem unsolved after trying the followings, please contact us as soon as possible during the application period.

Question	Answer
My recommender has not received a request e-mail from TAO.	The recommender may be checking a different mailbox than the one specified by the applicant. The recommender should use the same e-mail address with which he/she has received the request message. If the recommender has more than one e-mail account, please be sure to communicate well with the recommender regarding the e-mail address at which he/she intends to receive the request. If the recommender has indeed checked the inbox folder of the e-mail address requested by the applicant, but the request e-mail has not been received, please ask the recommender to check all e-mail folders, including the spam and junk folders. (As the request email from TAO may go into a junk folder). If it does not work, please ask the recommender to add **no-reply@admissions-office.net** or the **admissions-office.net** domain to his/her safe senders list to receive messages from TAO. Also, the institution the recommender belongs to may have restrictions on receiving e-mails. In such cases, the institution will need to add the domain name to their safe senders list. After setting up the domain name, ask your recommender to register for a TAO account directly at the URL below. https://admissions-office.net/ja/recommenders/sign_in
The recommender has registered for TAO account but has not received a confirmation e-mail from TAO. The recommender is unable to log in to TAO nor upload a recommendation letter.	Please ask the recommender to check all e-mail folders, including the spam and trash folders. If he/she still has not received the confirmation email, ask him/her to add the sending domain (admissions-office.net) to the list of accepted e-mail senders as described above, then go to the TAO login screen and click "Resend confirmation email" to resend the e-mail.
When my recommender tries to register for TAO account, the registration screen displays "This email address cannot be registered."	The recommender has already registered an account with TAO using this e-mail address. (No need to register again). He/She can log in with this e-mail address. If he/she has forgotten a password for login, please access the login screen and click "I forgot my password" and set a new password.
When the recommender logs into TAO and checks the "List of requests you have received", there is no request from the applicant in the list.	The recommender has created an account for TAO with a different e-mail address than the one the applicant entered in TAO on the Recommendation Letter screen. Please ask the recommender to re-register the account with the e-mail address that the applicant requested in TAO.
The recommender has entered required information and uploaded the recommendation letter but got an error when he/she clicked the Save button and could not complete the submission.	When entering “Recommender Information”, there are some cases of unintentional spaces before or after letters or numbers, resulting in the entire page being unable to be saved and an error occurring. Please try erasing unnecessary spaces in each field and then click the Save button.
My recommender has submitted the recommendation letter, but the completion status on TAO has not changed to Completed.	After entering the required information and upload PDF file of the recommendation letter, the recommender should click Save button. Then, complete to submit a recommendation letter by clicking +Submit button. Please confirm that the completion status is changed from Please submit to Completed after finalizing the letter submission.
Can I change my recommender?	If you have not completed your application on TAO, changes can be made in the “Recommendation Letter” section on TAO. Please communicate with your recommenders well in advance to avoid having to make changes after the application has been completed.

⑩ Copies of Both Sides of Residence Card/Special Permanent Resident Certificate

(required only for non-Japanese who already possess the status of residence in Japan)

- If you are a domestic applicant with non-Japanese nationality, upload digital copies of both sides of your Residence Card or Special Permanent Resident Certificate. If you are renewing your period of stay, please upload a document certifying that you are in the process of renewal.

Step4 Complete the Payment of Screening Fee

- Before completing your online application, payment of the screening fee must be made either from within or outside of Japan and the receipt/proof of payment must be uploaded to TAO. **Any applications without the payment of the screening fee will not be accepted. Please note that payment of the screening fee before/after the application period will not be accepted.**

1. Amount of the Screening Fee

- The screening fee is as follows.

（in Japanese yen）

Screening Fee	**¥25,000**

*As a rule, application documents and screening fees will not be returned. However, a full screening fee will be refunded in one of the following cases. In such cases, please contact the GSAPS Admissions Office.

1) You paid a screening fee but failed to submit the required application documents.
2) You paid a screening fee and submitted the application documents, but your application was rejected before screening due to the following reasons.

・The submitted application materials are not complete enough to meet the application requirements.
・You do not meet all the eligibility criteria.

*If you have made the payment by credit card, handling fees which may be incurred for refund must be paid by the applicant. Also, if you have made the payment by wire transfer from the bank outside of Japan, all handling fees to be charged for refund to that bank must be paid by the applicant.

2. Method of payment for the Screening Fee

- Please pay the screening fee by using one of the following methods. Any handling fees (payment commission or bank transfer fees, etc.) shall be paid by applicants.

<Payment in Japan>

Payment at a Convenience Store

- To make the payment at a convenience store, you must complete the designated application procedures in advance by accessing the "screening (Entrance Exam) fee convenience store payment site" (http://e-shiharai.net/) [Japanese only]. After completing the online procedures, please make the payment at a convenience store. For more details of payment procedures, please refer to the chart in the next page.
- After making the payment, upload the scanned data or a photo of the "収納証明書/Certificate of Payment of the Screening Fee" to the designated space on TAO.
- The payment can be made 24 hours a day, seven days a week, including Saturdays, Sundays and holidays. (Please note that payment must be made by the application deadline on the last day of the application period.)
- If a family member or an acquaintance of an applicant conducts the procedures for the applicant, the family member or the acquaintance **must enter the applicant's information.**

Please select「大学院」from「受験料・選考料のお支払い」.

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.

1 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.

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

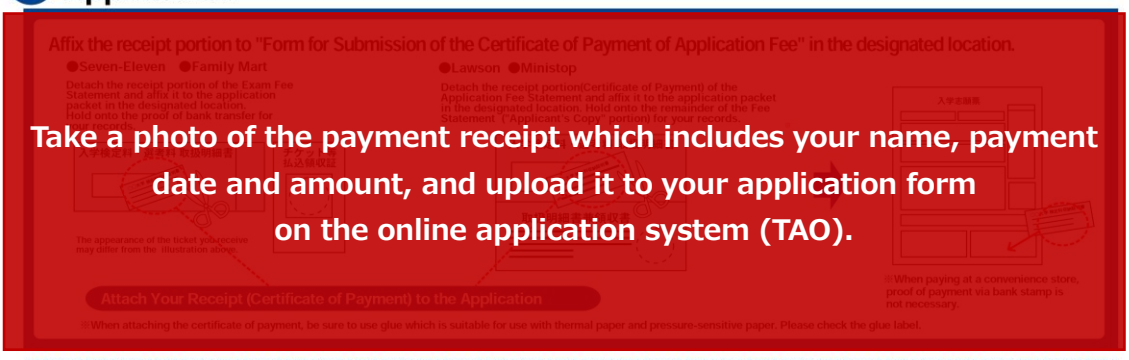
Use the Lawson information terminal Loppi
Touch the "各種サービスメニュー" option Various Service Menus
Select the "各種代金・インターネット受付" button All Payments on the touch screen
Touch the "各種代金お支払い" option All Payments
Touch "マルチペイメントサービス" Multi-Payment Service
Enter your【お客様番号】【確認番号】 Customer Number Verification Code

●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.

FamilyMart
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 All Payments on the touch screen
Enter your【お客様番号】【確認番号】 Customer Number Verification Code

3 Application



Take a photo of the payment receipt which includes your name, payment date and amount, and upload it to your application form on the online application system (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/

<Payment from Overseas/in Japan >

Payment by Credit Card or Online Payment (Union Pay)

- To make the payment by credit card or online payment system (Union Pay), please access the online application payment website (https://e-shiharai.net/ecard/) and complete the required procedure. Please refer to the next page for the details.
- Make sure to select the payment to GSAPS and NOT to make wrong payments to other schools.
- After completing the transaction, make a screenshot of the "Result" page and upload it to the designated space on TAO. For more details of payment procedures, please refer to the chart in the next page.
- Payment can be made 24 hours a day, seven days a week, including Saturdays, Sundays and holidays. (Please note that payment must be made by the application deadline on the last day of the application period.)
- 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 screening (examination) fee payment website.**

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.

VISA JCB AMERICAN EXPRESS UnionPay 银联

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 an 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

Enclose the printed "Result" page in an application envelope with other necessary application documents.

Necessary application documents

Save the screenshot of "Result" page and upload it to your application form on the online application system (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)

Step5 Upload Documents and Complete Application

Please review the checklist below to ensure that your application is completed correctly.

Attention!

The server will be very busy just before the deadline and it may take some time to submit your application. Please be careful and allow plenty of time to complete the application process. Please note that **applications submitted outside the application period will not be accepted for any reason.**

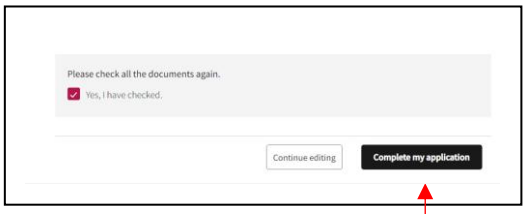
Section on TAO	Documents to be uploaded (* If applicable)	Checklist (* If applicable)
Applicant's Information	② Copy of Passport ③ Photo ⑩ Copies of Both Sides of Residence Card/Special Permanent Resident Certificate*	☐ My name registered on TAO is the same as shown on my passport. When entering my name in alphabet, I made sure that my surname was all capitalized and only the first letter of my first name and middle name were capitalized. (e.g., WASEDA, Taro) ☐ I confirmed my e-mail address was correct. ☐ I uploaded a photo that meets the requirements.
Intended Project Research & Essays	–	☐ I selected my preferred Project Research/Faculty properly.
	④ Essay A: Research Plan	☐ I wrote the essays in English using the designated form within the designated length. ☐ I uploaded/input the most updated essays (not in the middle of making)
Educational Background	⑤ Transcript of Academic Record/GPA ⑥ Transcript of Academic Record ⑦ Transcript of Academic Record during studying abroad*	☐ I listed up all the schools I attended since from primary school. ☐ I confirmed the information written on the certificate was correct (e.g., spelling of my name, date of birth, date of graduation, etc.). ☐ I uploaded the Transcript of Academic Record/GPA issued by Waseda University. ☐ I uploaded the Transcript of Academic Record issued by Waseda University. ☐ I uploaded the Transcript of Academic Record during my studying abroad issued by my host University.
Proof of the Payment of Screening fee	⑧ Copy of Payment Receipt, etc.	☐ I completed the payment of screening fee to GSAPS during the application period.
Recommendation Letter	⑨ Sending request to recommender for recommendation letter	☐ My recommender meets the requirements described in this application guide. ☐ I communicated well with my recommender in advance and duly requested him/her to submit the recommendation letter on TAO by the application deadline.

☐ I have original/certified copies of my application documents which are ready to be submitted once I am accepted into GSAPS.

☐ I attached official translations to the documents written in languages other than English or Japanese.

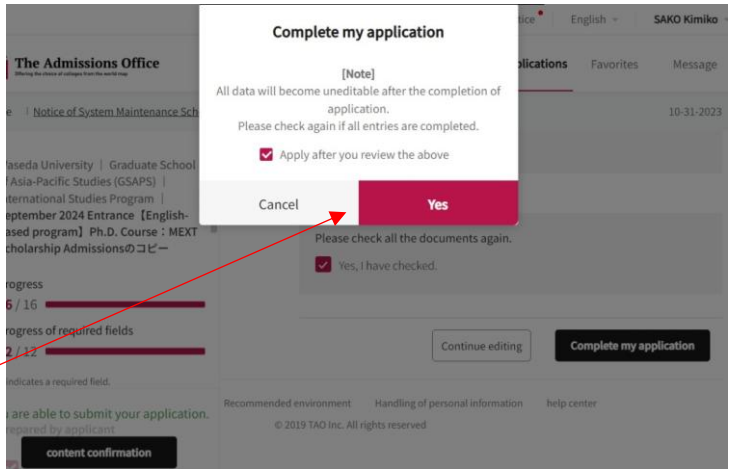
☐ **I completed my application by pressing "Complete my application" button by the deadline** (See the next page)**.**

☐ **I checked my application status changed from "Application in progress" to "Application completed" on TAO.**



After completing all fields and confirming the contents, click Complete my application .

Then, review the notes on the pop-up screen, click Yes to complete the application.



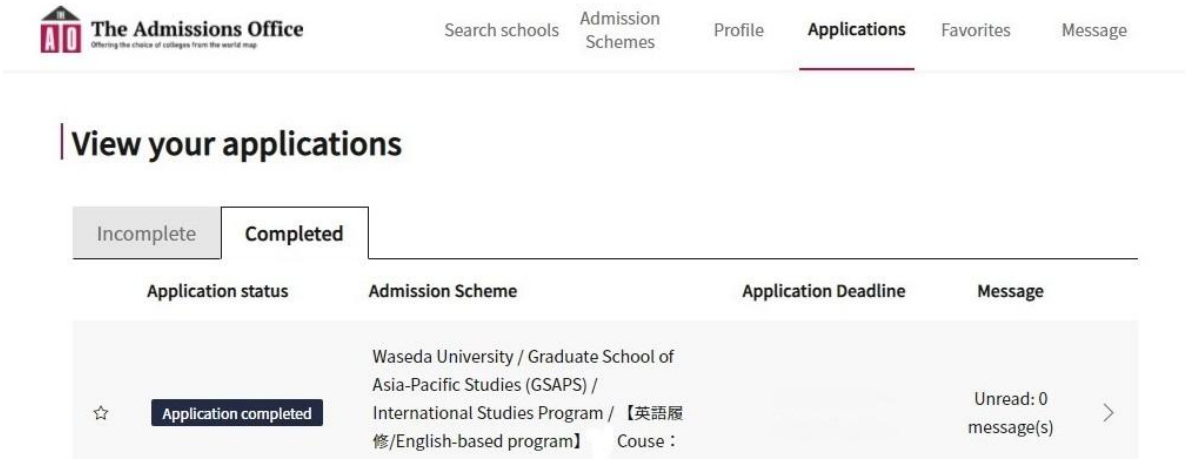
Step 6 Announcement of Application Number, Details of Interview and Screening Result

1. Application Number

After the application period, all applicants whose application documents are accepted will get their application numbers on TAO by themselves on/after the date/time below.

Available Date of Application Number	January 18 (Mon.), 2027

① After you log in TAO, click your submitted “Admission Scheme” from “Completed” tub of “Applications” menu.



② On the screen after you click the name of your submitted admission scheme, you will find your application (examinee) number as shown below:

Examinee number: XXXXX

2. Announcement of Details of Interview

Details of the interview to be held on January 25 (Wed.), 2027 will be announced by e-mail in mid January.

3. Screening Result Announcement Schedule and Methods

The applicants will be notified of the screening results via e-mail at the following date.

Besides, “Letter of Admission” will be sent out to the successful applicants later.
Entrance procedures will be also announced by e-mail.

Result Announcement	February 10 (Wed.), 2027(JST)

IMPORTANT

- The GSAPS Admissions Office will not answer any inquiries regarding the reasons for the results and/or details of the screening.

Step7 Entrance Procedures

Entrance procedures need to be completed by 3 steps; 【Entrance Procedures #0 in March 15 – March 19, 2027: Submission of the Pledge Form upon Enrollment and Transcript of Academic Record/GPA at the End of the Sixth Semester】,【Entrance Procedures #1 in Late November – Early December, 2027: Payment of Entrance Procedures Fee/Submission of Documents for Entrance Procedures】and【Entrance Procedures #2 Around early February, 2028: Registration of Information for the Entrance Procedures (Entrance Procedures #2 can be taken only by the successful applicants who have completed Entrance Procedures #1) 】. Details about the payment method and documents required for entrance procedures will be provided separately. This section provides an outline of the procedures. Please keep these points in mind and be sure to follow the correct procedures for entrance.

Only successful applicants who have paid the entrance procedures fee/submitted the entrance procedures documents by the deadline and have completed the Entrance Procedures #2 will be admitted. Under no circumstances can entrance procedures be conducted after the deadline.

*Please note that the matriculation date cannot be changed (defer/postpone to a different month/year) once accepted for the relevant admissions. However, should successful international applicants choose to serve their military obligation before matriculation and wish to enter GSAPS after completing their military obligation, the matriculation date may be extended. Please contact the GSAPS Admissions Office for details.

1. Payment of Entrance Procedures Fee

The tuition, and other fees for the first semester of the first year must be paid within the following period.

Payment Period	Late November – Early December, 2027

The registration fee, tuition fees, and other fees for the academic year 2027 entrants as follows. The tuition and fees for AY2028 entrants are subject to change. If the program is completed within one year, only the tuition fee and other fees for the 1st year will apply.

(Units: JPY)

MA Program	1st Year Amount		2nd Year Amount	
	For Entrance Procedures (The 1st Semester)	The 2nd Semester	The 1st Semester	The 2nd Semester
Registration Fee	*Exempted	-	-	-
Tuition	703,000	703,000	853,000	853,000
Waseda University Student Health Promotion Mutual Aid Association Fee	1,500	1,500	1,500	1,500
Sub-Total	704,500	704,500	854,500	854,500
	1,409,000		1,709,000	
Total	3,118,000			

* The Registration Fee is waived for a successful candidate who is currently enrolled in, graduated from, completed, or withdrew from an undergraduate, graduate, or specialized program of Waseda University. For details, please refer to the “Guide to Entrance Procedures #1”, which will be announced to the successful applicants.
* The registration fee will be credited toward the enrollment fee for students who enroll.
* Tuition and fees stated above may change.
* Additional fees may be necessary if registering for particular courses after entrance.

Notes:

- As a rule, we do not return submitted documents nor refund the registration fee, tuition and fees once remitted. However, in case you must withdraw prior to entrance due to unforeseen circumstances, only tuition and Student Health Promotion Mutual Aid Association Fee for the 1st semester of the 1st year will be considered for refunds. For details regarding the procedure, please refer to the “Guide to Entrance Procedures #1”, which will be announced to the successful applicants.

2. Submission of Entrance Procedure Documents

Those who have completed the payment of the entrance procedure fee are required to submit the entrance procedures documents by the designated deadline. Please be reminded that **at the time of entrance procedures successful applicants will be required to submit the originals of the materials uploaded at the time of application.**

3. Scholarships

Waseda ranks at the top of Japanese universities in terms of both the number of scholarship recipients and the total funds disbursed. All Waseda-funded scholarships are outright grants rather than loans.

Students who wish to apply for scholarships after enrollment need to complete the scholarship registration form by the designated date. Details will be explained in the Guide to Entrance Procedures#2 and the GSAPS academic orientation for new students.

An overview of different scholarship programs can also be found on the following websites:

GSAPS information for Scholarship	https://www.waseda.jp/fire/gsaps/en/admissions/tuition
Life Support for International Students by Center for International Education, Waseda University (Scholarships)	https://www.waseda.jp/inst/cie/en/life
Scholarship and Financial Assistance Section, Waseda University	https://www.waseda.jp/inst/scholarship/en

4. Dormitories and Housing

Regarding dormitory and housing, refer to the websites from the links below. Please inquire of them directly if you have any questions concerning dormitory and housing.

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

IV. Special Notes

1. Special Accommodation

If you expect to require special care during the entrance examination or after entering the University owing to a disability or serious medical condition, etc., or if a serious injury or illness is expected to affect your ability to take the entrance examination, please contact the GSAPS Admissions Office at Waseda University before submitting your application. If you find yourself in such a situation after submitting your application, please contact us immediately.

2. Handling of Personal Information

Waseda University utilizes applicant information (addresses, names, dates of birth etc.) collected at the time of application in order to carry out operations such as the entrance examination, announcement of the screening results, and entrance procedures. We will take necessary and proper measures to protect such information from leakage, disclosure, or unauthorized use. All or part of the above operations may be outsourced to an agency. In such case, the agency will be contractually required to maintain necessary and proper management. The University may inquire about the authenticity, etc., of documents, materials, theses, and information, etc. submitted to the University (hereinunder, "Submitted Documents") by providing said Submitted Related Documents to the issuers, providers, theses review entities, etc. By submitting or providing the Submitted Related Documents to the University, the applicant agrees to the University's right to make such inquiries. In addition to the above, please note that the personal information may be used as materials for studies and research to improve our entrance examinations. The information will be statistically processed to prevent any individuals from being identified.

3. Notes for taking examinations (Interview)

- Please take infection prevention measures such as hand washing, cough etiquette, etc. The University leaves the wearing of masks to the discretion of the individual.
- If you have an infectious disease that requires an excused absence under the School Health and Safety Act (e.g., COVID-19, influenza, measles or rubella) and have not yet recovered, please refrain from taking the examinations as there is a risk that you may infect other applicants or examination supervisors.
- Even if you do not have any of the illnesses mentioned above, if you have symptoms such as fever on the day of the examination, consult your family doctor and follow their instructions such as refraining from taking the examination and contact us.
- If you are absent due to illness including infectious diseases, there will be no makeup examinations or refunding of screening fee unless the University has announced special measures.

4. Dishonest Act

Waseda University is committed to conducting its entrance examinations with the utmost integrity and to maintaining an appropriate testing environment that ensures all applicants can take the examination fairly and impartially. Please read the following precautions carefully before taking the entrance examination and approach the examination with sincerity and seriousness.

(1) Any falsification, misrepresentation, plagiarism, etc., of documents, materials, or information submitted to the University at the time of application will be considered as misconduct.

(2) The following acts will constitute misconduct:

① Cheating (e.g., concealing or using cheat sheets, reference books, etc., during the examination, seeking answers from others, taking notes on one’s body, objects, desk, etc. and referring to them.)
② Any action that benefits another examinee or other examinees, such as communicating the answers to a question, etc., during the examination.
③ Holding or using mobile phones, etc., during the examination.

④ Enabling any sounds (incoming calls, alarms, vibrating sounds, etc.) on electronic devices, etc., and watches during the examination.
⑤ Behavior that disturbs other examinees in the examination room.
⑥ Failure to follow the instructions of an examination supervisor, etc., at the examination site.
⑦ Having any person other than the examinee herself/himself impersonate the examinee and take the examination.
⑧ Any and all other acts that may impair the fairness and impartiality of the examination.

(3) In case misconduct is suspected, the University may respond as follows. Failure to comply with these actions may be regarded as an admission of wrongdoing.
- A supervisor may warn or question the applicant.
- The applicant may be requested to take the examination in another room.
- To verify the authenticity and related matters of Submitted Documents, the University may provide such documents to the issuers, providers, or thesis/dissertation review bodies and make inquiries with them. 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 will be taken in case of confirmed misconduct.
- The applicant will not be permitted to take any entrance examination of the University in the relevant 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. In that case, the application documents and screening fee shall not be returned. If, after enrollment, a student is found to have committed misconduct, he/she will be subject to revocation of admission from the University, in accordance with the University's rules and regulations.

For misconduct that the university determines to be extremely malicious and serious, there may be cases where the police are notified or reports are made to the institution the offender is affiliated with (or from), as well as to their guardians.

* 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.*

5. Exemption clauses

Waseda University may take following actions during the entrance examination.

◆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 or end 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.

6. Policy Statement on Gender and Sexual Diversity

For the purpose of administering entrance exams in an efficient manner and carrying out admission procedures, Waseda University collects information regarding your gender on legal documents such as family register or passport. The information is collected only when the reason is deemed reasonable, and these cases are limited to a minimum. If your sex is marked as neither male nor female on the legal documents, please contact the GSAPS Admissions Office

prior to application. The information does not affect the screening result.
https://www.waseda.jp/inst/diversity/news/2020/04/21/8631/

At Waseda University, people of diverse individualities, whether because of their nationality, gender (limited not only to men and women, but ranging across a wide spectrum of gender identities), disabilities, or any other aspect of their being, coexist. The university aims to create an academic community that will respect the point of view of each individual. In this academic community, everyone will be able to engage in their studies and in education, research, and work in a way that will open the door to new possibilities; and this will result in the further development of the university.
For more information, please visit the website of Gender and Sexuality Center at Waseda University.
https://www.waseda.jp/inst/gscenter/en/

7. Notice Regarding the Prevention of Sexual Violence against Children Act

Students participating in teaching practicums and other child-related educational or research activities may be required to complete a criminal background check in accordance with the Prevention of Sexual Violence against Children Act. Depending on the results of the criminal background check, students may not be eligible to participate in such activities.

8. Frequently Asked Questions (FAQ)

Please visit the following website, for further information regarding admissions and details of the school.
https://www.waseda.jp/fire/gsaps/en/admissions/faq