



School of International Liberal Studies (SILS) WASEDA UNIVERSITY

Application Guide for Change of School Entry (For Enrollment in April 2026)

*This admission is limited to 1st year students of Waseda University

Timeline

Event	Date*	Ref
Application/Screening Fee Payment Period	November 1 – November 7, 2025 *Applications must be postmarked by the above deadline	P.4-10
Notification of the Application Number and Interview Information	November 17, 2025	P.10-11
Interview	November 23, 2025	
Announcement of Results	December 12, 2025	
Payment Period for School Expenses and Other Fees	December 13, 2025 – January 7, 2026	P.12-13
Enrollment Procedure	February 1 – March 1, 2026	P.13

*The timeline indicates Japan Standard Time (JST).

Inquiry form

*You can also click the QR code to access the form



1. Applicant Eligibility

Applicants who meet ALL of the following requirements are eligible to apply.

1. You must be a 1st year student who entered Waseda University in April 2025.
 - **This admission is NOT for students who are enrolled in other universities.**
 - Your enrollment period will be confirmed by your student ID number, and any delays caused by study abroad, leave of absence from the university, etc., will not be taken into consideration.
2. By the time you transfer to the School of International Liberal Studies (hereafter referred to as “SILS”), **you must obtain a total of 30 credits or more at your current school.**
 - **If you are unable to obtain 30 credits or more at your current school by the end of 2025 Fall semester, you will not be able to transfer to our school** even if you receive a successful offer.
 - Only the credits which are counted towards the graduation requirements will be considered valid. For more details, please refer to Pages 13-14.
3. You must obtain one of the following English proficiency test scores.
 - For those whose first language is English, submission is optional.
 - The test must be taken on or after December 1, 2023.

English Proficiency Test	Score Requirement
TOEFL iBT - Home Edition/ Paper Edition are NOT accepted - MyBest Score is NOT accepted	79 or higher
IELTS (Academic) - IELTS (Online) is NOT accepted - IELTS One Skill Retake is NOT accepted	6.5 or higher

Note:

- If you expect to require special care during the interview or after the transfer owing to a disability or serious medical condition, etc., or if a severe injury or illness is expected to affect your ability to take the interview, please contact the SILS Admissions Office **by October 14, 2025.** If you find yourself in such a situation after submitting your application, please contact us immediately.

2. Academic Year and Number of Students to be Admitted

Year of Entry	Number of Students to be Admitted	Degree
Second Year	A few	B.A. in International Liberal Studies

3. Curriculum Structure at SILS

SILS provides two education curriculums: “Study Plan 1 (SP1)” and “Study Plan 2 (SP2)”, depending on the student’s language proficiency. You may select and apply for the curriculum suitable for you by referring to the table below and the descriptions on the following URL;

<https://www.waseda.jp/fire/sils/en/about/curriculum/>

	SP1	SP2
Definition	Students whose first language is Japanese and who have no difficulty in taking classes in Japanese (with reading, speaking, listening and writing skills in native-level Japanese in academic context)	Students whose first language is not Japanese. Those students whose first language is Japanese, however, may choose to take Study Plan 2 if they expect to experience difficulty in taking classes in Japanese, or if they have resided in a foreign country for an extended period of time.
One-Year Study Abroad	Mandatory	Optional
Major Differences in Curriculum	-First Year Seminar A (conducted in Japanese) -Cannot take Japanese Language courses	-Cannot take First Year Seminar A (conducted in Japanese) -Mandatory Japanese Language courses (exempted depending on level)

Note:

- As a rule, classes are held in English. Whichever Study Plan you choose, the same courses are offered to both Study Plans except for the differences mentioned in the above table.
- Your choice of Study Plan does not influence the admission decision.
- The Study Plan you indicate might be changed as a result of the screening.
- The Study Plan will be notified by email at the time of result announcement.
- If you have any questions about the Study Plan, contact the SILS Admissions Office prior to the interview date.
- You CANNOT change the Study Plan after the result announcement.

Study Plan 1 (Model Plan)

Type	Foreign Languages	Statistics	Seminars	Lectures	Electives
Courses	-English -Other Foreign Languages	-Introductory Statistics -Introductory Data Science	-First Year Seminar (in Japanese) -First Year Seminar (in English) -Intermediate Seminar -Advanced Seminar -Directed Studies for Senior Thesis	-Introductory Courses -Intermediate Courses -Advanced Courses	-University-wide Open Courses -Courses Taken during Overseas Study Program, etc.
Credits	15	4	20	40	45
Credit Requirement for Graduation 124 credits					

Study Plan 2 (Model Plan)

Type	Foreign Languages	Statistics	Seminars	Lectures	Electives
Courses	-Japanese -English -Other Foreign Languages	-Introductory Statistics -Introductory Data Science	-First Year Seminar (in English) -Intermediate Seminar -Advanced Seminar -Directed Studies for Senior Thesis	-Introductory Courses -Intermediate Courses -Advanced Courses	-University-wide Open Courses -Courses Taken during Overseas Study Program, etc.
Credits	31	4	16	40	33
Credit Requirement for Graduation 124 credits					

4. Screening Fee

Be sure to pay the screening fee before you submit your application documents.

Application/ Screening Fee Payment Period
November 1 – November 7, 2025
Screening Fee
JPY 30,000

Note:

Applications cannot be accepted unless the screening fee has been paid.

The screening fee, once paid, will not be returned under any circumstances. However, screening fee will be refunded if you fall into one of the cases below.

- You paid more than the prescribed screening fee amount.
- You paid the screening fee but failed to apply.
- You paid the screening fee but submitted application documents after the deadline.
- You paid the screening fee and submitted application documents, but your application was rejected before screening since you do not meet any of the eligibility qualifications.

If you fall into one of the cases above, contact the SILS Admissions Office. Any handling fees which may be incurred for refund must be paid by the applicant.

Payment at a Convenience Store

- To make a payment at a convenience store, access the “screening fee convenience store payment site” (<http://e-shiharai.net/>) [Japanese only] first, and complete the designated payment registration, and then go to a convenience store.
- After making the payment, detach the “Certificate of Payment of the Screening Fee” on the Screening Fee Handling Description, paste it into the designated space (“Screening Fee Payment Certificate”) on the Application Form, and submit it. Check the details on the screening fee payment method on the next page.
- 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 deadline, the system to pay via the website closes at **11:00 pm** and that of convenience store closes at **11:30 pm**) 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.
- If a family member or acquaintance of an applicant conducts the procedure on behalf of an applicant, such family member or acquaintance must enter the applicant’s information.
- If you are unable to make the payment at a convenience store for some reason, please contact the SILS Admissions Office in advance.

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.

SEVEN-ELEVEN
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 Slip Number 【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 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.

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 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

Affix the receipt portion to "Form for Submission of the Certificate of Payment of Application Fee" in the designated location.

●Seven-Eleven ●Family Mart

Detach the receipt portion of the Exam Fee Statement and affix it to the application packet in the designated location. Hold onto the proof of bank transfer for your records.



The appearance of the ticket you receive may differ from the illustration above.

Attach Your Receipt (Certificate of Payment) to the Application

※When attaching the certificate of payment, be sure to use glue which is suitable for use with thermal paper and pressure-sensitive paper. Please check the glue label.

●Lawson ●Ministop

Detach the receipt portion (Certificate of Payment) of the Application Fee Statement and affix it to the application packet in the designated location. Hold onto the remainder of the Fee Statement ("Applicant's Copy" portion) for your records.



※When paying at a convenience store, proof of payment via bank stamp is not necessary.

- 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.

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

convenience stores:

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/>

5. Application Method

To apply for this admission, you must complete All of the following steps (1 to 3) by the deadline. If you fail to complete these steps, your application will not be accepted.

Step 1: Make the Payment of the Screening Fee (Refer to Pages 4-6)

Step 2: Complete the Application Form and Prepare the Necessary Documents (Refer to Pages 8-10)

Download the designated Application Form for the Change of School Entry from the SILS website.

<https://www.waseda.jp/fire/sils/en/applicants/admission/>

***Do not use double-sided printing when you print the form.**

Step 3: Submit the Application Documents

Enclose all application documents (including the Application Form and other documents) in an envelope and send them to the address below by Simplified Registered Mail (簡易書留).

Send the Application Documents to:

School of International Liberal Studies, Waseda University
Admissions Office: **Change of School Entry (April 2026)**
4th Floor, Building 11, 1-6-1, Nishi-Waseda, Shinjuku-ku, Tokyo, Japan 169-8050
Tel: 03-5286-1716

NOTE:

- **Application documents must be sent by postal package.** They will not be accepted if brought in person, faxed, or emailed to the SILS Admissions Office.
- **Application documents must be postmarked by the designated deadline.** We do not accept application documents that are postmarked after the deadline.
- **We do not inform applicants about the delivery status of application documents.** To check whether your documents have been received or not, contact the post office with the tracking number given by them.
- Application documents must be completed for you to qualify to be screened. If there are still some imperfections in the documents after the application period, you will be placed at a disadvantage. **If we contact you concerning your application, please follow our instructions immediately.**

6. Application Documents

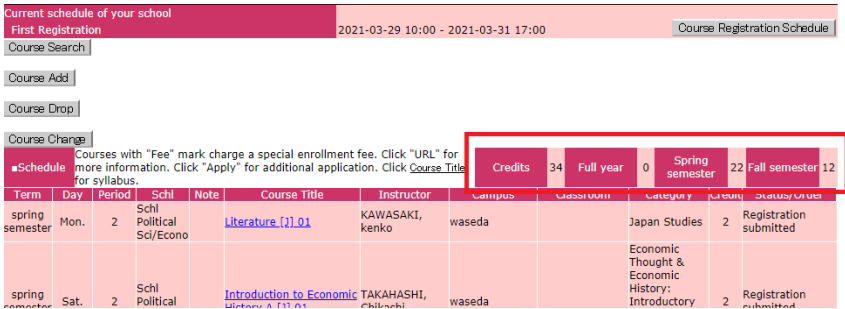
①	Application Form (Attach a Color Photograph on Page 1)	Download from the SILS website
②	Certificate of Enrollment	Issued by your current school
③	Academic Transcript	Issued by your current school
④	English Proficiency Test Score	Prepared by yourself
⑤	English Essay	Prepared by yourself

Important Notice for Preparing Application Documents

*Applicable for all the documents listed above

- Be sure to submit **original documents** (except Document④).
- Photocopy of documents will not be accepted (except Document④).
- Documents must be prepared in **Japanese or English**.
- **Do not staple documents.** Group each set of documents with a paper clip.
- Do not put the documents in a file or a folder. Use simple package.
- **Documents that are once submitted will NOT be returned under any circumstances.**
- You may be deemed to have committed a dishonest act if you falsified, fabricated, plagiarized, or modified a document, material, or information submitted in your application. In such a case, any decision taken regarding your application may later be invalidated, without the application documents and screening fee being returned.

①	Application Form <ul style="list-style-type: none"> • Download the Application Form from the following website (Do not print double-sided). https://www.waseda.jp/fire/sils/en/applicants/admission/ • Complete the form in English using a computer (Do not handwrite). • Use a font size/style that does not change the format. • Even if you have nothing to fill out in a section, do not change the format. 				
	<table> <tr> <td> 【Section 1】 Personal Details </td><td> <ul style="list-style-type: none"> ● Fill out your full legal name in the provided sections. ● If you use your “preferred name” (通称名) at your current school, follow the instructions below: <ul style="list-style-type: none"> - Fill out your legal name, not your “preferred name” (通称名), in the Application Form. - Submit your passport copy. - You will need to apply to the SILS office for using your “preferred name” (通称名) during the entrance procedure period. ● Be sure to fill out your <u>Waseda email address</u>, since we may need to contact you. </td></tr> <tr> <td> 【Section 2】 Photo Card (Affix on Page 1) </td><td> <ul style="list-style-type: none"> ● After printing your Application Form, prepare a photograph by the following instructions and firmly affix it to the specified space “Section 2 Photo Card”. *You may attach color photo data on your Application Form on PC. ● Prepare a color photo taken within 3 months before the time of application. The requirements for the photo are as follows: A vertical to horizontal ratio of 4:3; borderless, must capture the upper body; must provide a front view with no hats; must be taken against a plain background; and must be printed on photo paper. ● <u>Please write your name on the back of the photo.</u> Use glue or paste to affix the photo to the relevant field on the application form. As will be detailed later, as part of the enrollment procedure, you will be required to upload an electronic version of the photo you submitted with your application. Therefore, please keep the file of the submitted photo until you complete the enrollment procedure. ● Photos taken wearing scarves or sunglasses will not be accepted. However, if you would like to submit a photo of yourself wearing a head piece for medical or religious reasons, please contact us prior to submitting your application. </td></tr> </table>	【Section 1】 Personal Details	<ul style="list-style-type: none"> ● Fill out your full legal name in the provided sections. ● If you use your “preferred name” (通称名) at your current school, follow the instructions below: <ul style="list-style-type: none"> - Fill out your legal name, not your “preferred name” (通称名), in the Application Form. - Submit your passport copy. - You will need to apply to the SILS office for using your “preferred name” (通称名) during the entrance procedure period. ● Be sure to fill out your <u>Waseda email address</u>, since we may need to contact you. 	【Section 2】 Photo Card (Affix on Page 1)	<ul style="list-style-type: none"> ● After printing your Application Form, prepare a photograph by the following instructions and firmly affix it to the specified space “Section 2 Photo Card”. *You may attach color photo data on your Application Form on PC. ● Prepare a color photo taken within 3 months before the time of application. The requirements for the photo are as follows: A vertical to horizontal ratio of 4:3; borderless, must capture the upper body; must provide a front view with no hats; must be taken against a plain background; and must be printed on photo paper. ● <u>Please write your name on the back of the photo.</u> Use glue or paste to affix the photo to the relevant field on the application form. As will be detailed later, as part of the enrollment procedure, you will be required to upload an electronic version of the photo you submitted with your application. Therefore, please keep the file of the submitted photo until you complete the enrollment procedure. ● Photos taken wearing scarves or sunglasses will not be accepted. However, if you would like to submit a photo of yourself wearing a head piece for medical or religious reasons, please contact us prior to submitting your application.
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	<ul style="list-style-type: none"> Please do not post-process or retouch the face portrait photo. The photo will be used for identity verification on the day of the test. Therefore, we do not accept unclear photos such as snapshots or photos that make it difficult to identify the pictured individual or verify their identity owing to differences in hairstyle, etc. Photographs taken and printed by individuals themselves using smartphones, etc., will not be accepted. Be sure to take an ID-quality photo (photo taken at an instant photo booth is acceptable). During the enrollment procedure, you will be required to upload a photo for your student ID card separately. Please use the same photo you submitted with your application. Please note that the photo uploaded during the enrollment procedure will be used as personal information in various student web portal services, and for identity verification in various on-campus procedures. 									
【Section 3】 Educational Background	<ul style="list-style-type: none"> Fill out all your educational background in chronological order from elementary school up until the last school in which you were enrolled before entering Waseda University. Fill out the information about your current school in the designated section. <p>e.g.</p> <table border="1"> <tr> <td>Tokyo/Japan</td> <td>Waseda Primary School</td> <td>2012/09 – 2018/06</td> </tr> <tr> <td>Seoul/Korea</td> <td>Waseda Junior High School</td> <td>2018/09 – 2021/06</td> </tr> <tr> <td>Beijing/China</td> <td>Waseda High School</td> <td>2021/09 – 2024/06</td> </tr> </table>	Tokyo/Japan	Waseda Primary School	2012/09 – 2018/06	Seoul/Korea	Waseda Junior High School	2018/09 – 2021/06	Beijing/China	Waseda High School	2021/09 – 2024/06
Tokyo/Japan	Waseda Primary School	2012/09 – 2018/06								
Seoul/Korea	Waseda Junior High School	2018/09 – 2021/06								
Beijing/China	Waseda High School	2021/09 – 2024/06								
【Section 4】 Test Information	<ul style="list-style-type: none"> Fill out the English Proficiency Test Score that you submit. 									
【Section 5】 Credits	<ul style="list-style-type: none"> Write your total number of credits at your current school for the full year, fall semester and spring semester. Please refer to your “Course Registration” web page and copy the number of “Credits”. 									
【Section 6】 Plans	<ul style="list-style-type: none"> Write your descriptions about both "TOPIC No. 1" and "TOPIC No. 2" on the form. <u>If your response does not follow the instructions or change the format, it will be considered invalid:</u> <ul style="list-style-type: none"> -Do not change the format -Do not attach additional sheets 									
②	Certificate of Enrollment <ul style="list-style-type: none"> Obtain this certificate from the office of your current school. <u>Send the certificate with official sealing by post mail directly to SILS Admission Office.</u> For more details, please refer to the Waseda Portal Office website. <ul style="list-style-type: none"> > Mailing address information: enter the address shown on Page 7. > Official sealing: necessary https://www.waseda.jp/inst/wpo/en/students/certificate 									
③	Academic Transcript <ul style="list-style-type: none"> Obtain the academic transcript for the <u>2025 Spring semester</u> from the office of your current school. <u>Send the transcript with official sealing.</u> For more details, please check the URL in the column above, “Certificate of Enrollment”. 									

④	English Proficiency Test Score	<ul style="list-style-type: none"> You <u>must submit the same or higher score</u> than that mentioned on Page 2, unless your first language is English. Only the tests taken <u>on or after December 1, 2023</u>, will be accepted. We do NOT superscore. If you have taken the test multiple times, choose your best score (the sitting with the highest total score) and write that information.
⑤	English Essay	<ul style="list-style-type: none"> Write an essay according to the following instructions. This is a chance to explain yourself to SILS and should be completed by yourself. Using generative AI to create an essay and presenting it as your own work may be considered as cheating and could affect the evaluation of your application. Use white A4 or letter-size paper in black ink. Prepare your essay using a computer and using font size 12 and double space. <u>Put your name and a title at the top of the essay (Do not include any photo).</u> Put “The End” at the end of the essay. If it extends over 2 or more pages, be sure to number the pages. <div style="border: 1px solid black; padding: 10px; margin-top: 10px;"> <p>TOPIC: Identify a significant international event that took place in the last year and explain why you think it was important. Explain your choice within 600 words.</p> </div>

7. Screening Procedures and Schedules

1. Screening Method

Admissions decisions are based on a holistic screening of the application documents and an interview in English.

2. Schedule

Notification of Application Number and Interview Information
November 17, 2025

Note:

- The application number and interview information will be emailed to your current Waseda email address.
- If you haven't received any e-mail from the SILS Admission Office by the above date, please check your spam folder and contact the SILS Office as soon as possible.

Interview	
Period/Date	November 23, 2025
Language and Method	Conducted in person in English
Venue	Building Number 7, Waseda Campus, Waseda University (*Subject to change)

Announcement of Results
December 12, 2025

Note:

- The results will be announced to all applicants via email to the current Waseda email address regardless of the final decision.
- We will not accept any inquiries about the decision of the admission results.

8. Other Notes

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.

<p>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.</p> <p>2. The following acts constitute misconduct:</p> <p>(1) 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.)</p> <p>(2) Any action that benefits another examinee or other examinees, such as communicating the answers to a question, etc., during the examination.</p> <p>(3) Holding or using mobile phones, etc., during the examination.</p> <p>(4) Enabling any sounds (incoming calls, alarms, vibrating sounds, etc.) on mobile phones, etc., and watches during the examination.</p> <p>(5) Behavior that disturbs other examinees in the examination room.</p> <p>(6) Failure to follow the instructions of an examination supervisor, etc., at the examination site.</p> <p>(7) Having any person other than the applicant impersonate the applicant and take the examination.</p> <p>(8) Any and all other acts that may impair the fairness of the examination</p>	<p>3. If misconduct is suspected, the University may respond as follows. Failure to comply with these actions may be considered an admission of wrongdoing.</p> <ul style="list-style-type: none"> -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. <p>4. The following actions may be taken in the case of confirmed misconduct.</p> <ul style="list-style-type: none"> - 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. <p>If, after enrollment, a student is found to have committed misconduct, the student may be subject to revocation of admission, in accordance with the University's rules and regulations.</p>
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In cases of misconduct that Waseda University find it vicious and serious, SILS may report to the police or contact the dishonest individual's current school and guardians etc.

< Accidents/incidents owing to force majeure >

In the event of a natural disaster— such as typhoons, floods, earthquakes, tsunamis, etc.—fires, power outages, or other force majeure accidents or transportation disruptions, measures including delaying the start and end of the examination or postponing the examination, etc. may be taken. However, in such an event, the University will not be liable for any inconvenience, expense, or other personal damage incurred by examinees as a result of such measures.

Basic Policy Statements

< 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.

<Collecting information on Gender and Sexual Diversity >

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 sils-ent@list.waseda.jp prior to application. The information does not affect the screening results.

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

9. Payment of School Expenses and Other Fees, for the 2026 Spring Semester

School expenses and other fees for the spring semester of the academic year 2026 must be paid within the following period.

Payment Period
December 13, 2025 – January 7, 2026

Note:

As a rule, we do not refund school expenses and fees (school expenses for the first semester). However, if you do not transfer due to unavoidable circumstances or fail to meet the transfer qualifications prior to enrollment, we may refund the school expenses for the first semester. For more information about the refund procedure, refer to the documents on entrance procedures which will be sent to successful applicants.

10. School Expenses and Other Fees

(In Japanese yen)

	2026		2027		2028	
	Spring	Fall	Spring	Fall	Spring	Fall
Tuition Fee	845,000	845,000	845,000	845,000	845,000	845,000
Student Health Promotion Mutual Aid Association Membership Fee	1,500	1,500	1,500	1,500	1,500	1,500
Alumni Association Membership Fee						40,000
Total	846,500	846,500	846,500	846,500	846,500	886,500

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

Notes:

- The School Expenses and other fees include Tuition and Waseda University Student Health Promotion Mutual Aid Association Fees (Student Health Insurance Fee). In addition, JPY 40,000 for the Alumni Association Membership Fee (automatic enrollment in the Alumni Association for up to 10 years after graduation) is required for the fourth year.
- As a rule, we do not refund School Expenses or other expenses once they are paid. However, if you do not enter SILS due to unavoidable circumstances or fail to meet the eligibility criteria before enrollment, we may refund only the School Expenses for the first semester (not the Admission Fee) to you.
- For more information about these procedures, refer to the “Guide to Enrollment Procedures” which will be emailed to successful applicants or contact the SILS Admission Office.

11. Enrollment Procedure

Enrollment Procedure Period
February 1 – March 1, 2026

Note:

- Those who have completed the payment of the school expenses and other fees will receive additional documents for the enrollment procedure.
- Documents will be sent to your Waseda email address by **late-January 2026**.

12. Transfer of Credits and Requirements for Graduation

1. A degree in Bachelor of Arts (International Liberal Studies) will be awarded to students who study at SILS for three years or more (but not exceeding six years) and who obtain the required credits for graduation.
2. Credits obtained at your current school (referred to below as the ‘previous school’) will be recognized for transfer as described below. However, credits exceeding the number required for graduation will not be considered as credits for the transfer.

【Study Plan 1】 (Model Plan)

The shaded subjects will be considered for transfer.

Course Category		No. of Credits Necessary for Graduation	1st Year		2nd Year	
			1st Semester	2nd Semester	3rd Semester	
English I	Reading	2	1	1		2 credits will automatically be conferred upon the transfer
	Listening	2	1	1		2 credits will automatically be conferred upon the transfer
English II		4	2	2		4 credits will automatically be conferred upon the transfer
English III Level 1-3		3	2 (Level 1)	1 (Level 2)		The level of the English III class will be considered according to the result of the placement test
		2	1 (Level 2)	1 (Level 3)		
		1	1 (Level 3)			
Other Foreign Languages		4	4			Up to 4 credits taken in languages other than English in your previous school will be recognized
First Year Seminar A		4	2	2		4 credits will automatically be conferred upon transfer
First Year Seminar B		4	2	2		4 credits will automatically be conferred upon transfer
Introductory Statistics Introductory Data Science		4	2		2	
Introductory Courses		8	8			Up to 8 credits for general studies will be considered for the transfer
Elective Courses		45				Credits received in your previous school (*)
A maximum of 34 credits will be recognized for the transfer						

*Health and physical education courses or courses that are not counted towards graduation are not included.

【Study Plan 2】 (Model Plan)

The shaded subjects will be considered for transfer.

Course Category	No. of Credits Necessary for Graduation	1st Year		2nd Year		
		1st Semester	2nd Semester	3rd Semester	4th Semester	
Japanese	24	24				Up to 24 credits obtained in your previous school will be considered (Exemption or reduction in the required number of credits is possible through a placement test)
English III Level 1-3	3	2 (Level 1)	1 (Level 2)			The level of the English III class will be considered according to the result of the placement test
	2	1 (Level 2)	1 (Level 3)			
	1	1 (Level 3)				
Other Foreign Languages	4	4				Up to 4 credits taken in languages other than English in your previous school will be recognized
First Year Seminar B	4	2	2			4 credits will automatically be conferred upon transfer
Introductory Statistics Introductory Data Science	4	4				
Introductory Courses	8	8				Up to 8 credits for general studies will be recognized for transfer
Elective Courses	33					Credits received in your previous school (*)
A maximum of 34 credits will be recognized for the transfer						

*Health and physical education courses or courses that are not counted towards graduation are not included.

- Requirements for graduation and the number of credits that the student is permitted to register each year will be the same as other students who will be in their second (sophomore) year at the School of International Liberal Studies.
- Students who transfer through the “Change of School Entry” are not allowed to apply for the early graduation system (3.5 years).
- As one-year study abroad experience is compulsory for Study Plan 1 students, we recommend that you apply for a “study abroad program” before you change your school. However, in this case, please note that you will be required to participate in the study abroad program regardless of the result of your “Change of School Entry”. If you decide to wait and apply for the “study abroad program” after you transfer to the School of International Liberal Studies, there is a possibility that your graduation will be delayed, depending on the number of credits. If you plan to study abroad starting in the fall or spring semester of your third year, it is necessary for you to apply for a “study abroad program” as soon as you change your school. We strongly encourage you to gather information about “study abroad program” beforehand in order to apply immediately upon transfer.

END

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