



The LL.M. in Asian Economic Integration and Law

Graduate School of Law
Waseda University

Application Guidelines for April 2026 Entry

Master of Laws in Studies of Legal Frontiers

■ Handling of Personal Information

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

For the purpose of administering entrance exams in an efficient manner and carrying out admission procedures, Waseda University collects information regarding your gender on legal documents. The information is collected only when the reason is deemed appropriate, and these cases are limited to a minimum.

<https://www.waseda.jp/inst/diversity/news/2020/04/21/8631>

1. Application Overview

I. Applicant Eligibility

Applicants must fulfill one of the following requirements:

1. Graduated or are scheduled to graduate from a university in Japan by the time the applicants wish to enroll.
2. Received or are scheduled to receive a bachelor's degree from the National Institution for Academic Degrees and Quality Enhancement of Higher Education by the time applicants wish to enroll.
3. Completed or are scheduled to complete 16 years of formal education outside Japan by the time applicants wish to enroll.
4. Received or are expected to receive a degree equivalent to a bachelor's degree from a university or other school outside of Japan by completing a course of study lasting three years or more by the time the applicants wish to enroll.
5. Designated by the Minister of Education, Culture, Sports, Science, and Technology by the time applicants wish to enroll.
6. Enrolled at a university for three years or more by the time applicants wish to enroll (or have completed or are scheduled to complete 15 years of formal education overseas by the time applicants wish to enroll) or have been recognized by the Graduate School of Law as having earned a specified number of credits with an excellent academic record. (Accelerated entry)
7. Recognized individually by the Graduate School of Law as having academic credentials equivalent or superior to those of university graduates and will reach 22 years of age by the time applicants wish to enroll.

NOTES

*"University" mentioned in Requirements 1 and 6 refers to a university that is approved by the Ministry of Education, Culture, Sports, Science and Technology of Japan.

*Graduates from three-year specialized college (zhuanke) programs in China do not meet Requirement 6. However, those who have graduated from a 4-year (benke) program after graduating from a 3-year program and completed 16 years of formal education will be considered as fulfilling Requirement 3.

*Prospective applicants who are unsure if they can fulfill Requirements 6 and 7 must confirm their eligibility with the Graduate School of Law office before <<Friday, July 25th>>.

*"Those who have completed 16 years of formal school education in a foreign country" implies "those who have completed the '16th year' of formal school education outside of Japan." It is not based on whether or not you have received 16 years of education, but on whether or not you have completed the "16th year" of education.

*If you have completed your education in a country where the formal education (from elementary to higher education) is less than 16 years, we will examine your educational background in advance to confirm your eligibility. Please download and fill out the "Form for Review of Individual Eligibility" from the website below and send it to the Graduate School of Law office.

Download the designated form: <https://www.waseda.jp/inst/admission/en/graduate/english/>

Inquiries: gradlaw@list.waseda.jp

※A law degree (eg. BA in Law, LL.B, JD, etc.) or equivalent legal knowledge and experience is required for admission. If an applicant has no formal law degree, he/she should state his/her equivalent knowledge and experience on a separate sheet and submit it with other application documents.

II. Number of Students to be admitted

Major	Course	Number of Student Admitted
Master of Laws in Studies of Legal Frontiers	The LL.M. in Asian Economic Integration and Law	Approximately 10 Students

*Applying for both the LL.M in Asian Economic Integration and Law and the LL.M. in Intellectual Property Law is not permitted.

III. Application Schedule

Documents-Submission Period on Web System*	July 18 to August 22, 2025 in Japan Time
Screening Fee Payment Period	August 18 to August 22, 2025 in Japan Time
Announcement of Document Screening Result	10:00am on October 16, 2025 in Japan Time
Online Interview Date	October 25 or 26, 2025 in Japan Time
Final Announcement of Successful Applicants	10:00am on November 20, 2025 in Japan Time

NOTES: All application materials (including two recommendation letters) should be submitted on the web system before the application deadline.

IV. Screening Fee

Applications from applicants who have not paid the screening fee will not be accepted.

Moreover, except for the cases explained later, paid fees cannot be refunded under any circumstances.

The amount of the screening fee will differ, depending on the country or region of residence at the time of application (regardless of nationality). In some cases, overseas applicants may be asked to provide documentary proof of residence.

The Amount	Overseas Applicants: JPY 15,000 Domestic Applicants: JPY 30,000 *place of residence at the time of application
Payment Period	August 18 to August 22, 2025
Methods of Payment	Please choose either ① or ② below to make a payment.

*The screening fee must be paid during the designated period. Please note that payment before/after the prescribed period is not acceptable.

* Applicants who meet the conditions are eligible to have their screening fees waived. Please find the document “Screening Fee Waiver Program for Applications from Specified Countries” on page 5.

① Payment via Credit Card/ Online Payment System

<<This payment method is applicable to all applicants regardless of country/region of residence. >>

To make a payment by credit card or online payment system (China Union Pay), please access the online screening fee payment website (<https://e-shiharai.net/ecard/>) and complete the procedure. The payment can be made 24 hours a day, 7 days a week, including on Saturdays, Sundays, and holidays. (For the last day of the payment period, credit card payment can be made only until 11:00 pm(JST)) Be noted that all of the procedures including making a payment must be completed by the designated deadline. Detailed information on this payment method can be found on page 3.

The payment can be made with a credit card held in the name of a person other than the applicant. However, the applicant's information must be entered in the “Basic Information” page of the screening fee payment website.

On the “Category Selection” page, please make the following selections:

	Overseas Applicants	Domestic Applicants
First Selection	Graduate School of Law	Graduate School of Law
Second Selection	April 2026 Admission	April 2026 Admission
Third Selection	Master's Program	Master's Program
Fourth Selection	LL.M. Admission (Asian Economic Integration, Overseas) JPY 15,000	LL.M. Admission (Asian Economic Integration, Domestic) JPY 30,000

After completing the transaction, please save the “Result page” as PDF and upload it onto the online application system.

② Payment via Convenience Store

<<This payment method is applicable only to applicants residing in Japan. >>

To make a payment at a convenience store in Japan, the designated payment registration must be completed through the “Screening fee convenience store payment site” (<https://e-shiharai.net/>) [Japanese Only] in advance. Check the details on the screening fee payment method on page 4.

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). Be noted that all of the procedures including making a payment must be completed by the designated deadline. If a family member or acquaintance of an applicant conducts the procedure for the applicant, the family member or acquaintance must enter the applicant's information.

If you are unable to make the payment at a convenience store for some reasons, please contact the Graduate School of Law Office in advance.

On the “Category Selection” page, please make the following selections:

	Domestic Applicants
First Selection	法学研究科
Second Selection	「次の第3選択へ」
Third Selection	「次の第4選択へ」
Fourth Selection	修士課程LL.M. (国内出願) 30,000円

After making the payment, please upload the PDF of the “Certificate of Payment of the Screening Fee” from the Screening Fee Handling Description to the online application system.

Waseda University Examination Fee Payment by Credit Card and Union Pay

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

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



Web Application - Online Transaction

Application



Access the site below

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

1. Top Page

Please choose a category "大学・短大" or "大学院".
Undergraduate School Graduate School

2. School Selection

Click "早稲田大学 (クレジットカード・中国オンライン決済専用)"
Waseda University
or "早稲田大学大学院 (クレジットカード・中国オンライン決済専用)".
Waseda University(Graduate Schools)

3. School Information

Read the information carefully and click "同意する".
Agree

4. Category Selection

Choose First to Fourth Selection and click "次へ".
Next

5. Basic Information

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

Application Results
Please click the "申込内容照会" 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.

Payment Inquiry - Inquiry result
Please print out the "申込内容照会結果" page.

Paying with Union Pay

Follow the onscreen instructions to complete the card payment.

Application Results
Please click the "申込内容照会" 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.

Payment Inquiry - Inquiry result
Please print out the "申込内容照会結果" page.

Save the screenshot of "Result" page or print the page as a PDF file
and upload it to the online application system (TAO).

【NOTICE/FAQ】

- During payment periods and application periods mentioned in the application documents, you can make a payment anytime. Please confirm from application documents and complete payment in time for the application period.
- On the last date of the payment period, please finish card settlement procedure by 11:00pm Japan time.
- Please directly contact the credit card company if your card is not accepted.
- It is possible to use a card which carries a name different from that of the applicant. However, please make sure that the information on the basic information page is the applicant's information.

■ Payment Commission

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

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

For questions or problems not mentioned here, please contact :

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

Waseda University

Convenience Store Easy-Pay Systems for Entrance Exam Fees

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

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



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



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

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

2 Convenience Store Payment

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

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

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

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

A multifunction copier can not be used to make payment.

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

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

Use the Lawson information terminal **Loppi**

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

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

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

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

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

●Information terminal issues a funds transfer receipt. You will need to take this to the cash register within 30 minutes and make the actual payment.
●Receive an Application Fee Statement. Detach the Certificate of Payment (receipt) portion.

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

●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.

3 Application

Take a photocopy of the payment receipt which includes your name, payment date and amount, and upload its PDF to 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/>

Screening Fee Waiver Program for Applicants from Specified Countries

Applicants who meet the conditions shown below (1. Eligibility) are eligible to have their screening fees waived.

1. Eligibility

The applicant must reside in one of the countries listed below AND hold nationality of one of those countries.

*The applicant's country of residence and nationality do not necessarily have to be the same.

*Applicants with dual nationality are only eligible if BOTH nationalities are included in the list of eligible countries.

2. Procedures

Along with the application documents, please submit the following documents in place of the proof of payment for the screening fee.

- 1) Form for Screening Fee Waiver (prescribed form)
- 2) Passport Copy (including all details of the applicant)

3. Notes

- 1) The screening fee waiver form will not be accepted if submitted after the application deadline under any circumstances.
- 2) Be careful not to pay the screening fee if you are claiming the waiver. The screening fee, once paid even by mistake or accident, will not be returned.
- 3) In the event that the applicant is found to be ineligible for the screening fee waiver program or has made a false claim, the screening fee waiver program will not be granted.

List of Eligible Countries:

Afghanistan, Angola, Bangladesh, Benin, Burkina Faso, Burundi, Cambodia, Central African Republic, Chad, Comoros, Democratic People's Republic of Korea, Democratic Republic of the Congo, Djibouti, Eritrea, Ethiopia, Gambia, Guinea, Guinea-Bissau, Haiti, Kiribati, Lao People's Democratic Republic, Lesotho, Liberia, Madagascar, Malawi, Mali, Mauritania, Mozambique, Myanmar, Nepal, Niger, Rwanda, Senegal, Sierra Leone, Solomon Islands, Somalia, South Sudan, Sudan, Syrian Arab Republic, Tanzania, Timor-Leste, Togo, Tuvalu, Uganda, Yemen, Zambia
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The above countries are classified as "Least Developed Countries" or "Low Income Countries which are not LDCs" in the list of ODA recipients as published by OECD/DAC.

Last updated: May 2025.

V. Application Procedure

The application process is to be completed via the online application system, “The Admissions Office (TAO)”.

Please complete application during the designated application period. Failure to complete submission will result in your documents not being screened.

(1) Application Steps

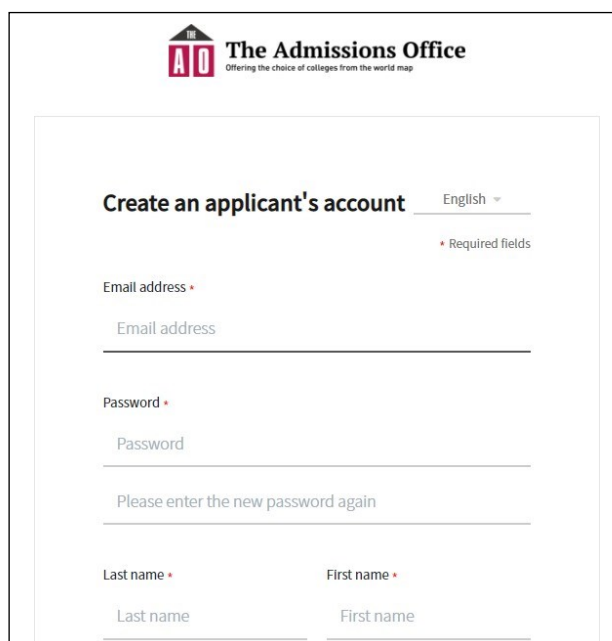
STEP 1	Create your Account for Online Application and Start Application Submission
STEP 2	Complete the Payment of Screening Fee
STEP 3	Complete Application

(2) Details of Application Steps

STEP 1: Create your Account for Online Application and Start Application Submission

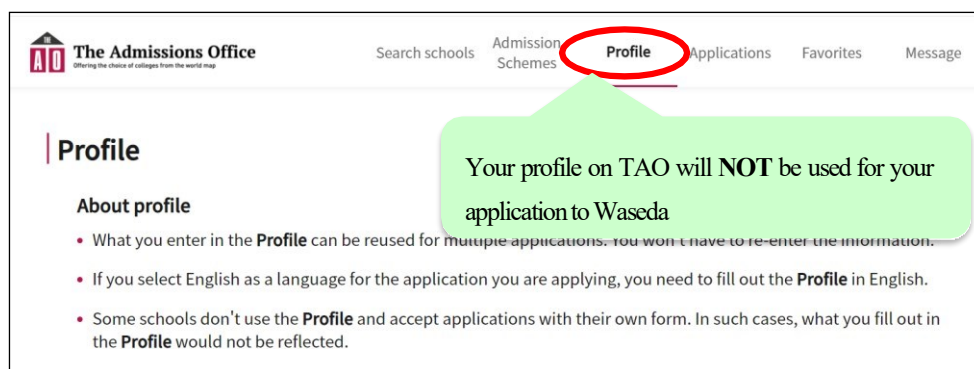
Application documents must be submitted through the designated online application system, “The Admissions Office (hereinafter TAO)”. Access the following link and create an account to start preparing for your application.

TAO: https://admissions-office.net/en/applicant/sign_up



- Access the above link to create an account on TAO.
- After creating your TAO account, please find “Waseda University, Graduate School of Law” from “Search Schools.”
- Please apply for “**The LLM in Asian Economic Integration and Law**” from “Admission Scheme” during the document submission period.
- Follow the detailed instructions shown on the system and this Application Guidelines when filling out or uploading the materials.
- NOTE: By creating your account on TAO, you 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 school does not use the information filled in this section.



Profile

About profile

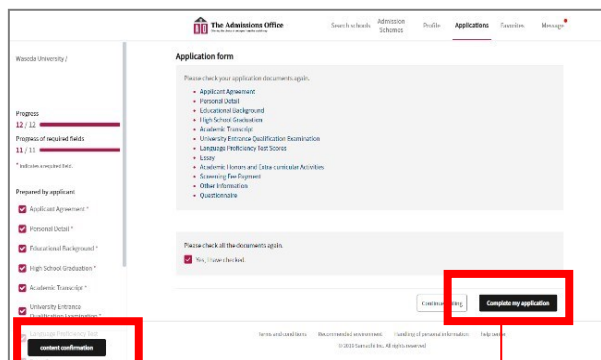
- What you enter in the **Profile** can be reused for multiple applications. You won't have to re-enter the information.
- If you select English as a language for the application you are applying, you need to fill out the **Profile** in English.
- Some schools don't use the **Profile** and accept applications with their own form. In such cases, what you fill out in the **Profile** would not be reflected.

Please click “Start my application”, input all necessary information, upload all the required documents to your TAO and complete your application during the designated period, referring to the list of application documents on pages 8-9.

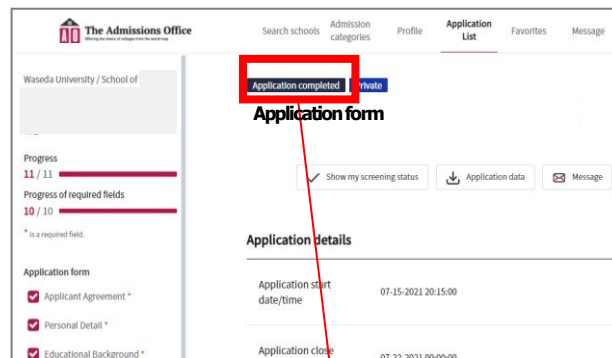
STEP 2: Complete the Payment of Application Fee

Please pay the screening fee <<from **August 18 to August 22, Japan Time**>> and upload the digital copy of the payment receipt to TAO.

STEP 3: Complete Application



Make sure to click “content confirmation” button and check all the sections have been completed. Click “Complete my application” to submit your application.



Make sure to confirm your application status has been changed from “Application in progress” to “Application completed.”

(3) Notes on Application

- Applications will not be completed until the screening fee has been paid and all the required documents have been submitted.
- Please complete your application at TAO by the deadline of the application period. We will not accept applications that remain in the "Application in progress" status after the application deadline.
- We do not answer inquiries regarding whether or not application procedures have been completed.
- We will not take any responsibility if the application is not completed within the application period due to a malfunction of the applicant's PC or other device or network.
- Applications may not be accepted if even a single incomplete or missing document is found in the application (including the recommendation letters from referrers). Please make sure that you have all the necessary documents before submitting your application.
- 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.
- Your essay, personal statement, research plan, etc. are a chance to explain yourself to the school and should be completed by yourself. Using generative AI to create these documents and presenting them as your own work may be considered as cheating and could affect the evaluation of your application.
- Digital copies of the documents (diplomas, transcripts, etc.) to be submitted on TAO at the time of application are acceptable, but **the original documents must be submitted** at the time of the entrance procedure. Please note that if you are unable to submit the original certificates by the deadline of the entrance procedure, or if the contents of the digital copies are different from the ones submitted at the time of application, the entrance procedure will be considered incomplete, and you will not be admitted.
- If your address or other information has been changed from the one on TAO, please inform it to the office immediately.

VI. Application Documents

* Applications may not be accepted if even a single incomplete or missing document is found in the application.

* All **Designated Forms** can be downloaded from the Graduate of Law website.

List of Application Documents		
<div>Application Form</div> <div>Designated Form</div>	<div>✓ Must be filled out by the applicants.</div> <div>✓ Please fill in all items without omission or error. After submitting, we may contact you using the phone number, email address, etc. written on the application form, so please be sure to fill them in correctly.</div> <div>✓ Regarding the educational background, do not need to fill in information about prep schools, language schools, etc.</div> <div>✓ You will also be asked to enter the same information into the application system (TAO).</div>	
Screening Fee Payment Receipt	<div>✓ Please upload proof of completion of payment of the screening fee (PDF) to the application system (TAO).</div>	
Color Photo (Horizontal ratio 4:3)	<div>1. Please upload 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; and must be taken against a plain background. As will be detailed later, as part of the enrollment procedure, you will be required to upload the same photo you submitted with your application. Therefore, please keep the file of the submitted photo until you complete the enrollment procedure.</div> <div>2. Photos taken wearing scarves and 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.</div> <div>3. 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.</div> <div>4. Please do not post-process or retouch the face portrait photo.</div> <div>5. 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).</div> <div>6. 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.</div>	
Reason for Application	<div>✓ In the designated form, the applicant should write his/her reason for application in English.</div> <div>✓ It should be typed and 1,000 words in length.</div>	
Two Letters of Recommendation	<div>✓ Applicants must submit two letters written by separate referee in English or Japanese.</div> <div>✓ The designated form is preferred, but other forms are also acceptable.</div> <div>✓ The letters must be written by a university professor who has supervised academic works of the applicant or other appropriate person who knows the applicant well including the applicant’s field of study or work style.</div> <div>✓ Applicants need to request their recommenders to submit recommendation letters on the application system (TAO).</div> <div>NOTES: We may contact the recommender to confirm about contents.</div>	
Certificate of Graduation • Academic Transcript • <For Applicants graduated from Chinese Institutions> Certificate of Degree AND CSSD Online Verifications	<div><<IMPORTANT>></div> <div>✓ Certificates and transcripts should be in English or Japanese.</div> <div>✓ Applicants must submit official university-issued certificates for all undergraduate and graduate schools attended.</div> <div>✓ If the applicant had study abroad while attending university or graduate school, please submit a certificate stating the study abroad period and the grades you obtained during your study abroad period.</div> <div>✓ If the applicant took a leave of absence or leave for military service from his/her university, he or she must have the home university, or another public institution issue a certificate that shows that the school granted the leave.</div> <div>✓ Those who have graduated or will graduate from colleges or universities in Mainland China (excluding Hong Kong, Taiwan, and Macau) with a degree must submit both their degree certificate and certificate of graduation.</div>	
	Certificate of Graduation	<div>✓ Be sure that the dates of entrance and graduation are printed.</div> <div>✓ Those who submit a certificate of expected graduation must submit an official graduation certificate at the time of post-acceptance enrollment procedure.</div> <div><For Applicants graduated from Chinese Institutions> Please submit a graduation certificate that includes your graduation number or add a copy of your diploma.</div>
	Academic Transcript	<div>✓ In the case of graduating in less than four years in undergraduate schools, if the reasons are not detailed in the academic transcripts, please send a separate document issued by the university detailing the reasons for an accelerated graduation.</div> <div>✓ For transfer students, please submit previous undergraduate academic transcripts, too.</div>
	<For Applicants graduated from Chinese Institutions> Certificate of Degree	<div>✓ Those who have graduated or will graduate from institutions in Mainland China (excluding Hong Kong, Taiwan, and Macau) with a degree must submit their degree certificate.</div> <div>*However, those who have completed 16 years of formal education are also eligible to apply, even if they have graduated from Chinese universities without a degree. Graduates from China’s 3-year undergraduate programs, without a degree, resulting in 15 years of education in total, are not eligible to apply.</div>

	<p><For Applicants graduated from Chinese Institutions></p> <p>✓ Applicants who graduated from Chinese institutions must upload three reports (listed below) of the official English version of "Online Verification Report" issued by CSSD (CHESICC) to TAO.</p> <p>✓ Also, please arrange for these three official online reports to be sent directly to our school office (gradlaw@list.waseda.jp) from CSSD (CHESICC) via email.</p> <p>* Please visit CHESICC website (https://www.CHESICC.com.cn/en/pvr/) for more information.</p> <p>1. "Online Verification Report of Higher Education Students Academic Transcript"</p> <p>2. "Online Verification Report of Higher Education Qualification Certificate" Or "Online Verification Report of Student Record"</p> <p>3. "Online Verification Report of Higher Education Degree Certificate"</p> <p>* Applicants who are expected to obtain a degree, please submit "3. Degree Certificate" after obtaining a degree.</p> <p>NOTE: If you cannot complete the procedures above in time due to the system of CSSD, or if your graduated institution is not covered by the support of CSSD, please indicate that on a separate sheet and upload the sheet to TAO by PDF. Depending on the reason, you may be asked to resubmit, or your application may not be accepted.</p>
<p>Statement of Legal Background <<if applicable>></p>	<p>✓ Applicants who have no formal law degree must state their equivalent knowledge and experience on a separate sheet and upload to your TAO.</p>
<p>English Examination Score Card</p>	<p>✓ Please submit one (or more) of the Original English Examination Score Card of TOEFL iBT, IELTS or TOEIC.</p> <p>* Applicants who are native speakers of English or have received a degree from an institute of higher education (university or higher) in English-speaking countries are not required to submit test results.</p> <p>* If the institute is located in non-English-speaking countries but its language of instruction is in English, please submit a certificate to prove that the medium of instruction at the institute was English.</p>
<p>Academic Writing Sample <<if applicable>> <<Optional>></p>	<p>✓ Applicants who have no formal law degree may choose to submit up to two writing samples that best represent their academic English writing ability. The samples include senior theses, essays or term papers written for a class, official reports, and published papers. Law-related content is preferred but not required.</p>
<p>Qualification Certificate <<Optional>></p>	<p>✓ Applicants who have an official legal qualification certificate(s) are encouraged to submit a photocopy of their certificate(s) to your TAO.</p>
<p>Photocopy of Passport <<non-Japanese applicants only>></p>	<p>✖ Non-Japanese nationality applicants only</p> <p>✓ All non-Japanese nationality applicants must submit a photocopy of their passport page with a photo. Please ensure that the passport has not expired.</p>
<p>Statement of Financial Resources <<non-Japanese applicants only>> Designated Form</p>	<p>✖ Non-Japanese nationality applicants only</p> <p>✓ In the designated form, indicate in English how to cover expenses during the stay at the school (school and living expenses for one year for a master's program).</p> <p>✓ Please make sure that the statement is signed by the applicant.</p> <p>✓ Applicants receiving funds from a "Government/sponsoring agency," please submit a certificate indicating the amount to be received, the length of the sponsoring and the specific characteristics of the scholarship or funding.</p>
<p>Photocopy of Resident Card <<domestic applicants with non-Japanese nationality only>></p>	<p>✖ Domestic Applicants with non-Japanese nationality applicants only</p> <p>✓ All domestic applicants with nationality other than Japan should submit copies of both sides of their Japanese Resident Card. In case applicants do not have the Japanese Resident Card, please submit a photocopy of their passport page with a photo and all pages with personal information including a visa status.</p>

- All materials must be submitted in English (or Japanese). If it is not possible to have English documents, applicants must translate them and have them notarized to certify that the translation is accurate.
- For an applicant whose name stated on the application form differs from that on the certificates, certified documents proving the legal name change (e.g. copy of family register) must be submitted.
- The required application documents differ, depending on the applicant. Please be sure to submit all the documents required.

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

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

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

VII. Examinee Number / Examinee Slip

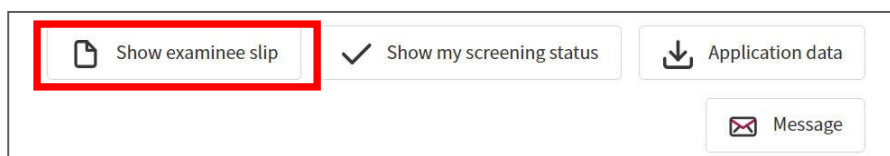
After the application documents are checked, all accepted applicants will be notified of their examinee number on TAO at least one week before the announcement of the 1st screening result. Please contact us if the examinee number will not be uploaded by the date.

How to Check

1) From the "Application List", select the application you have completed.



2) Click on the "Show examinee slip" button to check your examinee number.



Please **print out the “examinee slip”** before the online interview. We will ask you to show the slip before the interview.

VIII. Screening Method

1st Screening: Document Screening

All application documents will be screened in a holistic manner.

The results will be announced on October 16, 2025 (10am in Japan time) on our Website.

2nd Screening: Online Interview

Details of the online interview will be notified on October 16, 2025 via e-mail to the applicants who pass the 1st screening.

The interview date will be **October 25 or 26, 2025**. Interviews will be conducted in English **via the internet**.

Please note that the interview date will be specified by the Graduate School of Law and cannot be changed under any circumstances. Therefore, please keep schedule open for the date.

<Precautions for the Online Interview>

(1) Outline

- The interview will be conducted using a web-based video conference system (“Zoom”). It is not necessary to come to the University on the day of the interview.
- Please make sure that the environment described below (2) is available for you to sit for the interview. Any expenses incurred to prepare necessary equipment and environment is the responsibility of the applicant.
- The University may record the interview for screening purposes.
- Recording by anyone other than the University is strictly prohibited.

(2) Precautions (e.g., equipment and environment required of applicants)

a) Internet connection

Please ensure a stable internet connection. A wired LAN system with cables is recommended to ensure a stable connection.

b) Audio and video equipment

Please prepare a web camera, microphone, earphones, speakers, etc. You may use the equipment built into your personal computer or other equipment. Please participate in the Zoom test meeting (<http://zoom.us/test>) in advance to confirm the audio and video functioning/quality.

c) Location and interview time

Please secure a room with the above-mentioned equipment where you can maintain a quiet environment with no third parties around you. The start time of the interview will be designated by the University. Please note that we cannot accommodate individual requests. Applicants will be considered absent when they do not access the online interview before the scheduled interview time.

d) Troubleshooting and precautions on the day

If it is deemed difficult to conduct the interview owing to unforeseen circumstances such as Internet disconnection, the University will contact you by phone or e-mail at the contact address indicated on the application form. Please follow our instructions under these circumstances. If the applicant does not respond to our contact or does not follow our instructions, they may be deemed to have abandoned the examination. If the applicant leaves their seat during the interview, they may be deemed to have abandoned the examination. In these cases, the application fee will not be refunded.

Failure to observe the following precautions may be considered cheating:

-The only items that can be placed around you are the examination slip, writing apparatus, notepad, plain handkerchief, and tissue paper out of a box or a bag.

e)Cautions regarding Zoom

-Please make sure that the Zoom video and audio are always “on” and that your entire face is always visible on screen.

-Please do not use any communication devices other than those used for the interview. Do not search for information or use any applications or tools other than Zoom on the device being used for the interview.

-Do not use the virtual background function of Zoom.

-To ensure that there are no third parties around you, you may be asked to move the camera to view the entire room before, during, and after the interview. In such cases, please follow the instructions.

-Please remove your mask during the interview.

-Please refer to the following website for instructions on how to operate Zoom.

Zoom Support:

<https://support.zoom.com/hc/en>

IX. Announcement of Successful Applicants

Final screening results are announced according to the following schedule and method:

Schedule	November 20, 2025 (Thur.)
Method	On the Graduate School of Law website

The list of admission numbers of successful applicants will be posted on the school website for a week.

※The website of the Graduate School of Law: www.waseda.jp/folaw/glaw/en/

<< Return of Application Documents and Refund of Screening Fee >>

As a general rule, documents once submitted will not be returned and the screening fee will not be refunded. However, in the following cases, the screening fee alone will be refunded. If any of these are applicable to you, please contact the Graduate School of Law by email).

1) You paid the screening fee but did not submit the application documents.

2) You paid the screening fee but submitted the application documents after the deadline.

3) You paid the screening fee and submitted the application documents, but your application was not accepted because it was incomplete or did not meet the eligibility criteria.

4) You were unable to take the examination at the University because you could not enter Japan owing to immigration or travel restrictions.

If the screening fee was paid by credit card, or if the refund is to be deposited into a bank account outside of Japan, you will be responsible for any fees incurred in connection with the refund.

X. NOTES

<<Scholarships>>

Waseda University Graduate School of Law will consider the applicants' transcripts and other application materials as a whole and award scholarships to a select number of qualified students. Please note that the number of scholarships awarded will vary from year to year, and we do not guarantee a scholarship for every student.

Top applicants will receive a scholarship offer simultaneously with their notice of admission. Other students who enroll may qualify for other scholarships, which will be made available after enrollment. The number of scholarships available is limited and they are highly competitive. Please note that the school cannot answer any inquiries regarding scholarship selection results.

*Scholarships can be revoked at any time in the event of student misconduct as defined by the university, including poor academic performance and other violations of the university regulations pursuant to the Waseda University Graduate School Regulations Article 38 (Disciplinary Action).

<Dishonest Act>

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.

1. Any falsification, fabrication, plagiarism, modification, etc., of documents, materials, or information submitted to the University at the time of application may be considered misconduct.

2. The following acts constitute misconduct:

(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.)

(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 mobile phones, 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 applicant himself/himself impersonate the applicant and take the examination.

(8) Any and all other acts that may impair the fairness of the examination.

3. If misconduct is suspected, the University may respond as follows. Failure to comply with these actions may be considered an admission of wrongdoing.

-An examination supervisor, etc., may give examinees a warning or inquire about the circumstances.

-The applicant may be requested to take the examination in a different seat or room.

-The University may inquire about the authenticity, etc., of documents, materials, theses, and information, etc. submitted to the University (hereafter "Submitted Documents") by providing them to the issuers, providers, theses review entities, etc. By submitting or providing the Submitted Documents to the

University, the applicant agrees to the University's right to make such inquiries.

4. The following actions may be taken in the case of confirmed misconduct.

- The applicant will not be permitted to take any entrance examination of the University in the relevant academic year (screening fees will not be refunded).
- The results of all entrance examinations of the University for the relevant academic year shall be null and void.

If, after enrollment, a student is found to have committed misconduct, he/she may be subject to revocation of admission, in accordance with the University's rules and regulations.

In cases of misconduct that Waseda University find it vicious and serious, the University may report to the police or contact the dishonest individual's guardians etc.

*In these Application Guidelines, the term "mobile phones, etc.," indicates all electronic devices with communication functions, such as mobile and smart phones, tablets, wearable devices, 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 exam or postponing the exam, 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.

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 Graduate School of Law Office at Waseda University before submitting your application. If you find yourself in such a situation after submitting your application, please contact us immediately.

Faculty members of Waseda University, including Waseda University Junior/Senior High School, Waseda University Honjo Senior High School, and Art and Architecture School, **are not allowed to enroll as students** at the University. However, there are a few exceptions according to the University regulations. If you have any questions, please contact the relevant administration office.

2. Entrance Procedures

“Enrollment Procedures” require successful applicants to complete two steps within the designated period: submitting all documents and paying the fees. In case the applicants failed to complete the enrollment procedures within the designated period, the admission will be canceled regardless of any reason.

Entrance Procedure Period	Mid~Late December, 2025 (TBA)
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I. Submission of Enrollment Documents

Successful applicants will receive enrollment documents and the “Guide to Enrollment Procedure” in late November after the announcement of successful applicants. These documents and the guide will be sent to the mailing address specified on the application form. Please make sure to follow the incoming “Guide to Enrollment Procedure” carefully and submit these documents in a timely manner.

II. Payment of the Admission Fees and School Fees

Please remit the below listed Admission Fee, School Expenses and Membership Fees for the Spring 2026 during the periods designated above. Details and instructions on how to remit the required fees from overseas will be sent to successful applicants.

<<Admission, academic, and membership fees for students admitted in April 2026 (in Japanese Yen)>>

		Spring 2026	Fall 2026	Total
Admission Fee		300,000	-	300,000
Academic Fees	Tuition Fee	465,000	465,000	930,000
	Seminar Fee	1,500	1,500	3,000
Membership Fees	Waseda University Student Health Promotion Mutual Aid Association Fee	1,500	1,500	3,000
	Waseda University Academic Society Enrollment Fee	5,000	-	5,000
	Waseda University Academic Society Membership Fee	1,000	1,000	2,000
	Students' Association Fee	1,250	1,250	2,500
	Alumni Association Fee	-	40,000	40,000
Total		775,250	510,250	1,285,500

*Academic Fees and other fees for the Fall 2026 are scheduled to be deducted from your registered bank account on the beginning of October.

*If you are currently enrolled in, or have graduated from, completed, or withdrawn from an undergraduate, graduate, or specialized program of Waseda University, you are not required to pay the Admission Fee. For more information, please refer to the “Guide to Enrollment Procedures” sent to successful applicants.

*If you are graduated or will be graduating from the School of Law, Waseda University, you are not required to pay the Waseda University Academic Society Enrollment Fee.

*If you are graduated or will be graduating from any school of Waseda University, you are not required to pay the Alumni Association Fee.

*Seminar and membership fees are subject to change.

<<Refund Policy>>

As a general rule, we do not return submitted documents or refund registration (admission) fee, tuition and other fees (for the first semester). However, if you do not enter Waseda University owing to unavoidable circumstances or fail to meet the eligibility criteria before enrollment, we may refund tuition and other fees (for the first semester) only. For more information on the procedure for receiving such a refund, refer to the handbook on enrollment procedures sent to successful applicants.

III. Acquisition of Status of Residence “Student”

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

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

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

(1) If you have a status of residence of “Student”

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

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

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

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

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

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

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

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

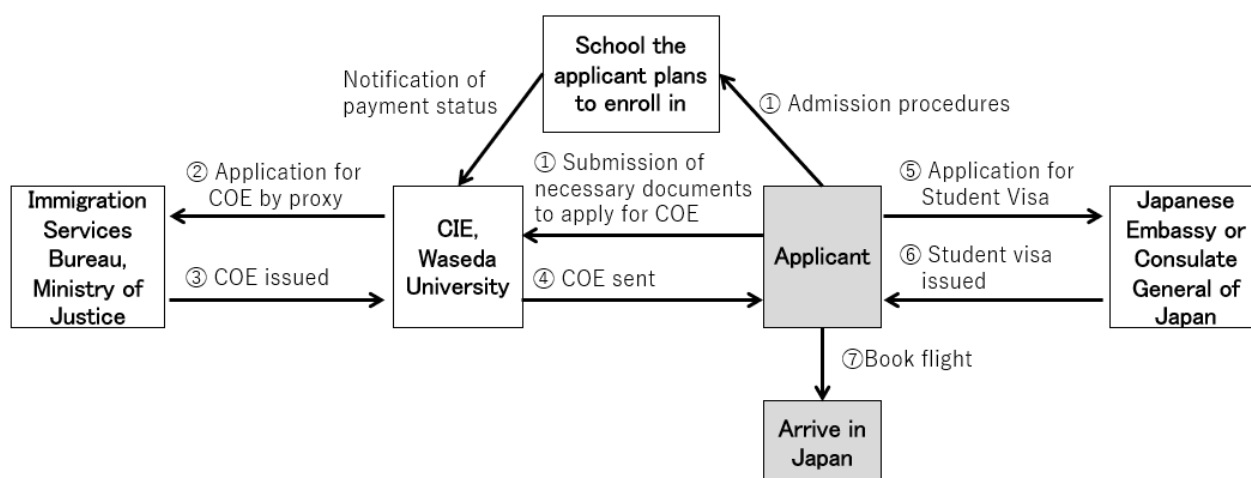
[Note]

- **Waseda University will carry out the application by proxy only after you have made your deposit.** Please complete your payment as soon as possible, and start your procedures of requesting an application by proxy.

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

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

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



(5) Acquisition/Change of status of residence

[Visa waiver or Temporary Visitor status holders]

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

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

(6) Other important points

- The Center for International Education, Waseda University acts on your behalf to apply for a “Student” status of residence only. If you wish to apply for other types of status of residence, you need to make an application by yourself at the Immigration Services Bureau.
- The Immigration Services Bureau may require you to submit additional documents if needed.
- If you decide not to enter Waseda University, please immediately inform the Center for International Education. Also, if you are accepted by another university in Japan, please make sure that you do not apply for a COE through more than one university. If there are multiple applications, a COE cannot be issued.
- If you have multiple nationalities including a Japanese nationality, you are not eligible to apply for a COE.
- The Immigration Services Bureau is solely responsible for decisions regarding the status of residence. If issuance is delayed or application is not approved, Waseda University cannot be held responsible for the cancellation fee of your air ticket or other inconveniences. Please be careful when you book your flight.
- For application procedures concerning “Student” status of residence, please contact the Center for International Education, Waseda University (e-mail: cie-zairyu@list.waseda.jp).

Graduate School of Law
WASEDA UNIVERISTY
1-6-1 Nishiwaseda, Shinjuku-ku, Tokyo 169-8050
JAPAN

<https://www.waseda.jp/folaw/glaw/en/>

【Contact】 gradlaw@list.waseda.jp

July 2025

*The office is closed from 7 (Thu) to 17 (Sun) August for a general summer holiday period.
Please note that enquiries cannot be answered during this period.