



# Graduate School of Economics (GSE) Waseda University

## General Admission for Master's Program 2025 September Enrollment

### Application Guidelines

早稲田大学大学院経済学研究科事務所 / GSE Administrative Office	
<b>Tel/Fax</b>	Tel. +81-3-3208-8560 Fax. +81-3-3204-8957
<b>Email</b>	<a href="mailto:gse-adm@list.waseda.jp">gse-adm@list.waseda.jp</a>
<b>URL</b>	<a href="https://www.waseda.jp/fpse/gse/en/applicants/process/">https://www.waseda.jp/fpse/gse/en/applicants/process/</a>
<b>Office hours</b>	Open 10:00 to 16:00 (Japan Standard Time), Monday through Friday The opening hours may be subject to change due to unavoidable circumstances. Please refer to our website for the latest information.
<b>Location</b>	10F, Building No.3, WASEDA Campus, 1-6-1 Nishiwaseda, Shinjuku-ku, Tokyo 169-8050

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## <Special Arrangements for Persons with Disabilities>

Applicants who will require special arrangements for examinations or following admission to the Graduate School of Economics due to physical disability are requested to contact the Graduate School of Economics Office ([gse-adm@list.waseda.jp](mailto:gse-adm@list.waseda.jp)) prior to submitting for application.

Please immediately inform the office if you suffer a serious injury or illness after submitting your application that could affect the taking of examinations or attendance after admission.

## <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, admission 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 personal information. Note that 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 (hereinafter, "Submitted Related Documents") by providing said Submitted Related Documents to the issuers, providers, theses review entities, etc. By submitting or providing the Submitted Related Documents to the University, the applicant agrees to the University's right to make such inquiries. In addition to the above, 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 this entrance examination, "The Admissions Office," an online application system provided by Samadhi Corporation (<https://www.samadhi-group.com/en/>), will be used. By creating your account on TAO, you agree to the "Terms of Use" and "Handling of Personal Information" designed by TAO Inc., the service provider of TAO.

## <Application Methods>

Online Application System 「The Admissions Office (TAO)」 is used. For details on how to apply using this system, please refer to "4-4 Registration of Applicant Information and Submission of Application Documents" on page 10 of the application guideline and complete the online application.

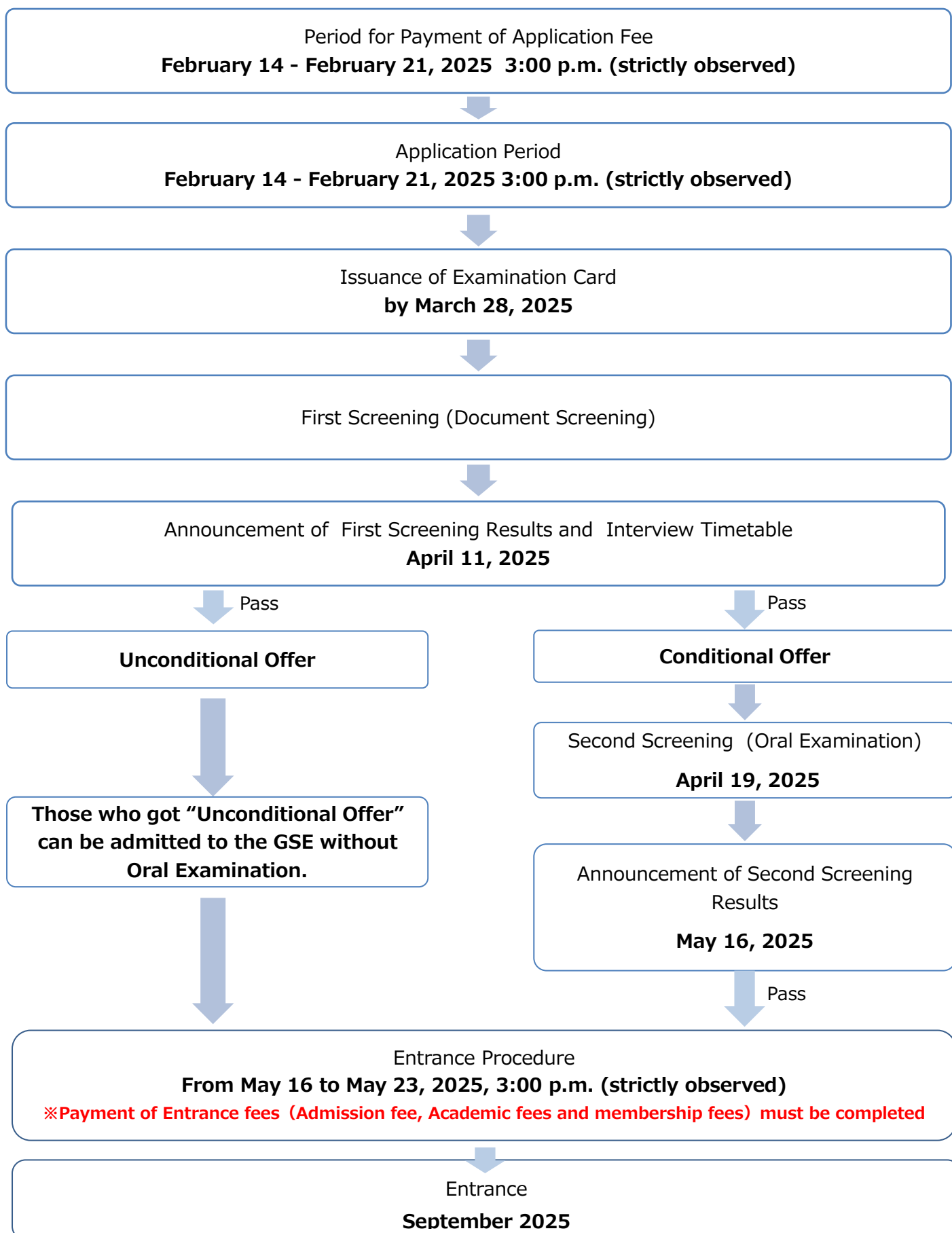
Documents submitted at the time of application will be in electronic format (Language Proficiency Certificates must be submitted both in electronic format and in the original). If accepted, the original application documents (transcripts, diplomas, etc.) must be submitted at the time of admission procedures. If there is any discrepancy between your application and the documents submitted at the time of admission, your eligibility for admission may be revoked.

## <Collection of Gender Information>

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 [gse-adm@list.waseda.jp](mailto:gse-adm@list.waseda.jp) prior to application. The information does not affect the screening result.

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

# 1. Outline



## 2. Admission Policy

The Graduate School of Economics conducts entrance examinations based on the principle of selecting students who possess not only an interest in political, economic, and social issues in the real world and their historical developments, but also a commitment to the theoretical elucidation of these issues.

The Master's Program in Economics Course emphasizes the cultivation of persons with capacity for logical thinking who can solve problems with mathematical and statistical analysis methods together with people from various backgrounds. Politics and economics are intricately intertwined in many of today's social issues, and the fundamental solutions to them cannot be proposed without collaboration between political science and economics. The Master's Program in Global Political Economy Course emphasizes the cultivation of students who possess specialized knowledge about the interlinked fields of political science and economics, which pertains to governments, international organizations, international relations and economic relations between nations, and who can extensively utilize their knowledge of economics and political science to provide logical explanations and solutions for existing problems in these fields together with people from various backgrounds.

To determine whether a student is suitable for their desired course, their language score reports, Educational Background Form, statement of purpose, and transcripts from undergraduate school and the like, will be examined by several faculty members, with their academic level being determined through a "three-level assessment." If needed, an oral examination by several faculty members will be conducted, with their essential knowledge of economics and language skills being determined through a "five-level assessment." Eventually, the Graduate School Steering Committee will make the final decision on whether to admit the applicant. As there is no difference in the essential knowledge required at the time of admission between the Economics Course and Global Political Economy Course, the entrance examination format is the same for both courses. The knowledge and skills required for each course can be obtained by digesting the curriculum after admission.

The Doctoral Program in Economics Course emphasizes cultivating researchers who can make international academic contributions in economic theory and/or econometrics, and the Doctoral Program in Global Political Economy Course emphasizes cultivating researchers who can make international academic contributions in the field of political science in addition. Therefore, particular emphasis is placed on the fundamental academic skills necessary to write a dissertation in a specialized field, as well as intellectual curiosity, inquisitiveness, and persistence necessary to discover a research topic and write a dissertation. The fundamental academic skills include logical thinking, mathematical and statistical thinking, and language skills.

To determine whether applicants for the doctoral programs have the aforementioned skills, each applicant's language score reports, master's thesis, research plan, and so forth will be reviewed by several faculty members, with their learning history and academic level being determined through a raw score assessment with a maximum score of 100 points. For those who pass the first round, an oral examination by several faculty members will be conducted, with their language skills and specialized knowledge being determined through a two-level assessment. Eventually, the Graduate School Steering Committee will make the final decision on whether to admit the applicant.

### 3. Admission Quota

Master's Program Economics Major

Course Name	Specialization	Quota
Economics Course	Economics	90 persons
	Economic History	
Global Political Economy Course	-	10 persons

\*The quota indicates the total number of students to be admitted to the Master's program.

\*Some of the research guidance may not be offered due to instructors' sabbatical. For details, please refer to "[Research Guidance List and Research Guidance Introduction](#)" on the web page.

\*Students will apply for their supervisors during the first semester of enrollment. In principle, students are required to select their supervisors from faculty members in the course/specialization determined at the time of acceptance. However, there are cases in which a faculty member from a different course/specialization (limited to the faculty members listed in the "[Research Guidance List and Research Guidance Introduction](#)" above) may be selected as your supervisor. If you have any questions, please contact our office after enrollment.

### 4. Application Procedures

#### 4-1. Application Requirements

Applicants must fulfill one of the following requirements:

1. Those who have graduated or are scheduled to graduate from a university in Japan **by September 20, 2025**.
2. Those who have received a bachelor's degree from the National Institution for Academic Degrees and University Evaluation or are scheduled to receive such a degree **by September 20, 2025**.
3. Those who have completed 16 years of standard school education outside of Japan or are scheduled to complete such education **by September 20, 2025**.
4. Those who have received, or are expected to receive, a degree equivalent to a bachelor's degree **by 20 September 2025**, having completed a program of at least three years at a foreign university or other foreign school.
5. Those who are prescribed by the Minister of Education, Culture, Sports, Science, and Technology **by September 20, 2025**.
6. Those who have been enrolled at a university for more than three years (or have completed 15 years of school education overseas or are scheduled to complete such education **by September 20, 2025**) and have been recognized by GSE as having earned a specified number of credits with an excellent academic record.
7. Those who have been recognized by GSE as possessing academic credentials superior to those of university graduates through an individual entrance eligibility screening process and are scheduled to reach 22 years of age **by September 20, 2025**.

<Special Remarks on Qualifications>

- "Those who have completed 16 years of standard 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 International Admissions Office of Waseda University.

Download the designated form:

<https://www.waseda.jp/inst/admission/en/graduate/english/>

Inquiries: [admission@list.waseda.jp](mailto:admission@list.waseda.jp)

- If you have any other questions about your eligibility, please contact graduate school with attached Educational Background Form **by January 31, 2025.**
- The application is not eligible if the applicant's last education was a specialized course (“専科”, 3-year course) at a Chinese university. However, if the applicant has completed 16 years of schooling by graduating from a specialized course (専科) and then completing a main course (本科), they are eligible to apply.
- Please note that faculty of Waseda University including Waseda Junior / Senior High School, Waseda University Honjo Senior High School and Art and Architecture School are not allowed to become a student of the University. However, there are a few exceptions according to the university regulations. If you have any question, please contact the head office through the office which you belong **by January 31, 2025.**

## 4-2. Application Category

Applications are divided into two categories depending on applicants residing at the time of application.

	Domestic Applicants	Overseas Applicants
Who	Applicants residing in Japan at the time of application	Applicants residing outside of Japan at the time of application
Application Fee	JPY30,000	JPY5,000
How to Confirm	Based on the current address in your application form	

- ※ To confirm the place of residence at the time of application, applicants residing outside of Japan may be asked to submit documents proving that they reside outside of Japan.
- ※ After the application fees are paid, any request to change the application category (domestic or overseas) cannot be accepted.

## 4-3. Application Fees

- ※ The application fee must be paid BEFORE the application documents are submitted. Applications will not be accepted if the application fee has not been paid.
- ※ For information on the “Application fee waiver program for applicants from specified countries,” see page 26.

**Please pay the application fee by one of the payment methods below.**

**<If paying via e-shiharai>**

### **A. Payment at Convenience Store [available only in Japan]**

- The application fee should be paid at the prescribed convenience stores. For details, see “Convenience Store Easy-Pay Systems for Entrance Exam Fees” (page 8).
- To make a payment at a convenience store, you must complete the prescribed application procedure in advance by accessing the “application fee convenience store payment site” (<http://e-shiharai.net/> \*Instruction in Japanese only) on the Internet.
- The payment can be made 24 hours a day, seven days a week, including Saturdays, Sundays, and holidays. Please make sure to complete the payment in time for 3:00 p.m. on the application 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 Economics Office in advance. (Tel: +81-3-3208-8560, Email: [gse-adm@list.waseda.jp](mailto:gse-adm@list.waseda.jp))
- After making the payment, upload the “Certificate of Payment of the Application fee” to TAO. Check the details on the application fee payment method on page 8.

## **B. Payment by credit card [Note: Limited to applicants residing outside of Japan]**

- To make a payment by credit card or online payment system (including China Union Pay), please access the online application fee payment website (<https://e-shiharai.net/ecard/>) and complete the required procedure.
- The payment can be made 24 hours a day, seven days a week, including Saturdays, Sundays, holidays.
- The payment can be made with a credit card held in the name of a person other than the applicant. However, even if a family member or acquaintance is processing the application on your behalf, it is necessary to enter the applicant's information in the "Basic Information" page of the application fee payment website.
- In the "Category Selection" page of the website, make your selections as below:

First Selection	Graduate School of Economics
Second Selection	September 2025 Admission
Third Selection	Master's Program
Fourth Selection	General Admission (Sep) JPY 30,000 (Domestic Applicants)
	General Admission (Sep) JPY 5,000 (Overseas Applicants)

- After completing the transaction, save the "Result" page in PDF file and upload it to TAO. For details, please refer to page 9.

## **C. Overseas remittance [Note: Limited to applicants residing outside of Japan]**

If you wish to pay by overseas remittance from outside of Japan, please remit from a financial institution in your country according to the following instructions. Please upload the PDF file of the overseas remittance form prescribed by your financial institution to TAO.

< Overseas remittance instructions >

Type	Telegraphic transfer
Payment method	Advise and pay
Bank Transfer Fee	Payer's Responsibility
Lifting Charge	Payee's account
Amount	<b>•For domestic applications : 32,500yen (30,000yen for the screening fee, 2,500yen for the lifting charge)</b> <b>•For overseas applications : 6,000yen (5,000yen for the screening fee, 1,000yen for the lifting charge)</b> *Any additional fees charged by your bank need to be paid by the applicant.
Purpose	Screening fee
Beneficiary bank	MUFG Bank, Ltd.
Branch name	Edogawabashi Branch
Account number	0035967FHF
Beneficiary name	Waseda University
Bank address	3-7, Kagurazaka, Shinjuku-ku, Tokyo, Japan
Swift code	BOTKJPJT
Other details	In the "Message to Payee, if any" section, write " <b>32GSE</b> " before your name.



# 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.

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

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

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

●If a payment slip is not printed out, just tell your number to the counter staff.  
A multifunction copier can not be used to make payment.

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

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

Use the Lawson information terminal Loppi

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

Select the "各種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

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

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

Use the FamilyMart information terminal FamiPort

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

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

Enter your [お客様番号][確認番号]  
Customer Number Verification Code

- Application

Please upload the PDF file of "Certificate of Payment of the Application fee" to TAO  
(Please follow the instructions in the form, about the file extensions)

- 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 ¥49,999 or less	500 yen
	Entrance exam fee ¥50,000 or more	720 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/>



# 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.



Access the site below

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



Web Application - Online Transaction

## 1. Top Page

Click "Examination Fee".

## 2. Terms of Use and Personal Information Management

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

## 3. School Selection

Click "Waseda University".

## 4. School Information

Read the information carefully and click "Next".

## 5. Category Selection

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

## 6. Basket Contents

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

## 7. Basic Information

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

### Paying with Credit Card

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

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

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

### Paying with Union Pay

Follow the onscreen instructions to complete the card payment.

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

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

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

Application

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

Necessary application documents

Please save the "Result" page in PDF file and up it to TAO



### [NOTICE/FAQ]

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

### ■ Payment Commission

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

Entrance exam fee	Payment Commission
~ 29,999 yen	565 yen
30,000 yen ~ 49,999 yen	1,005 yen
50,000 yen ~ 69,999 yen	1,445 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 :

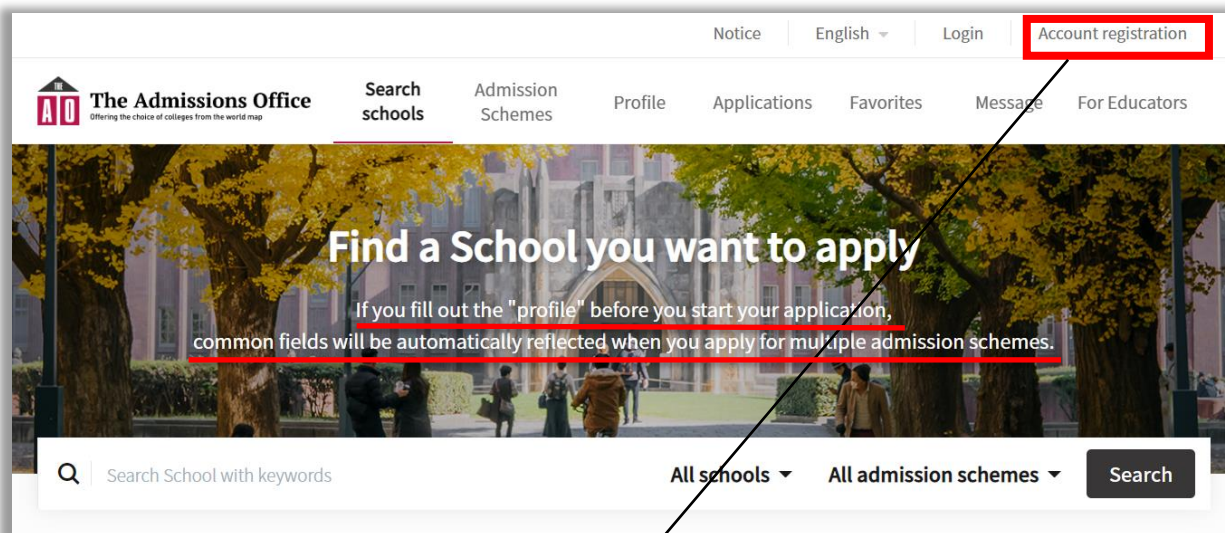
**E-Service Support Center Tel : +81-3-5952-9052 (24 hours everyday)**

## 4-4. Registration of Applicant Information and Submission of Application Documents

The online application system "The Admissions Office" (hereinafter called "TAO") will be used to make the application.

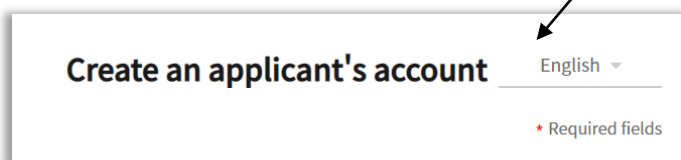
Create your account by following the steps shown below. Be sure to check the operation of this system with your computer before submitting an online application. Please complete submission of your application within the application period (**from February 14 10:00 a.m. to February 21, 2025, 3:00 p.m. (Japan Standard Time)**).

- ① Access TAO (<https://admissions-office.net/en/portal>) and select "Account registration."



- ② Create your applicant's account.

Select "English" as display language.

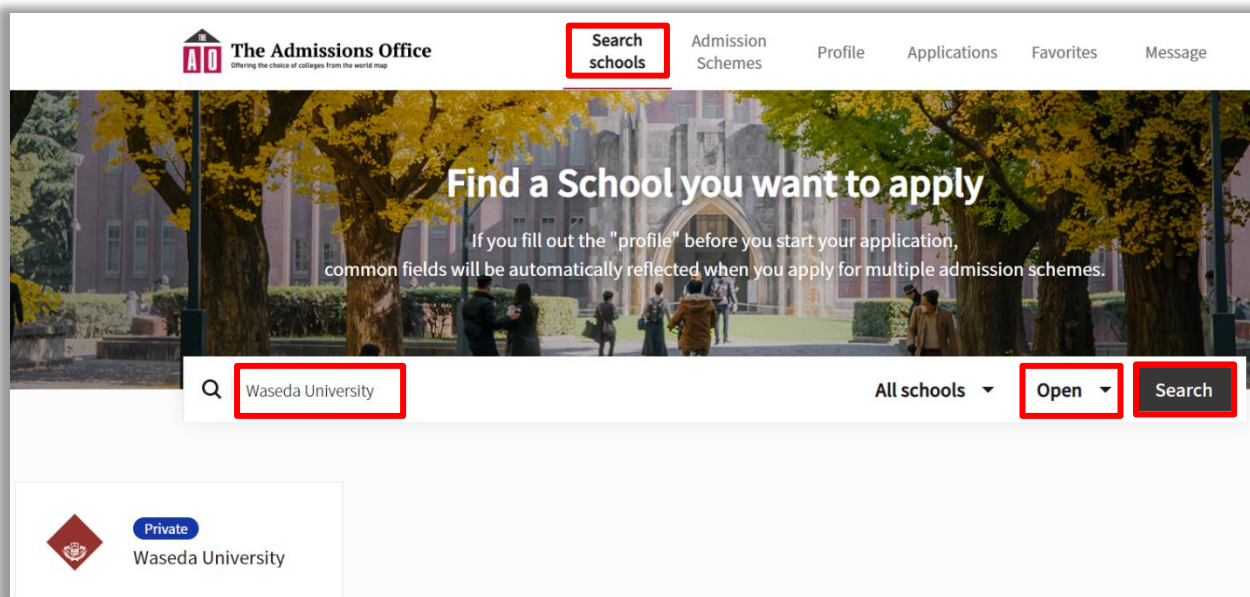


- ③ Complete registration(※).

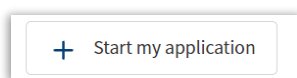
- ※ A confirmation email will be sent to the registered email address after necessary information is registered. Click "Complete your registration" in the mail and login to TAO.

The top page states, "If you fill out the 'profile' before you start your application, common fields will be automatically reflected when you apply for multiple admission schemes" (see the red lined sentence in the above image). However, you do not have to enter profile information since the "Profile" in TAO is not used in this admission scheme.

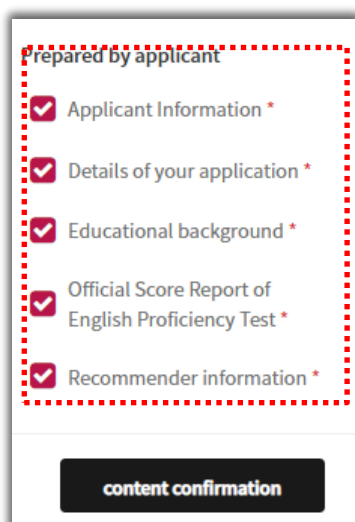
- ④ After logging in, select “Waseda University” from the list of opening universities.



- ⑤ Department/Course: Select **“Graduate School of Economics”**  
⑥ Program/Major: Select **“経済学専攻/Major in Economics”**  
⑦ Admission Scheme: Select **“Graduate School of Economics Master’s Program for General Admission September 2025 Enrollment”**  
⑧ Click **“Start my application.”**



- ⑨ Completing your application after filling all items below (※)  
※It is possible for you to enter the respective details if you click each item.



**[Note] Once your application is in a completed status, TAO cannot edit it (additional documents cannot be submitted via TAO), so please submit carefully!**

**Your application is not complete until the application status become “Application Completed.” Be sure to finish ALL THE STEPS by referring to the following instructions.**

Waseda University / Graduate School of Economics / 経済学専攻/Major in Economics / Graduate School of Economics Master's Program for General Admission September 2023 Enrollment

Progress  
5 / 5

Progress of required fields  
5 / 5

\* indicates a required field.

Prepared by applicant

- ☒ Applicant Information \*
- ☒ Details of your application \*
- ☒ Educational background \*
- ☒ Official Score Report of English Proficiency Test \*
- ☒ Recommender information \*

**content confirmation**

### Confirmation of contents

#### Application form

Please check your application documents again.

- Applicant Information
- Details of your application
- Educational background
- Official Score Report of English Proficiency Test
- Recommender information

2

Please check all the documents again.

☒ Yes, I have checked.

3

**Complete my application**

Continue editing

Terms and conditions   Recommended environment   Handling of personal information   help center

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1

### Complete my application

[Note]  
All data will become uneditable after the completion of application.  
Please check again if all entries are completed.

☒ Apply after you review the above

Cancel   **Yes**

4

5

The Admissions Office <small>Offering the choice of colleges from the world map</small>			
Search schools	Admission Schemes	Profile	<b>Applications</b>
My applications			
Incomplete	Completed		
Application status	Application ID	Admission Scheme	Application Deadline
☆ <b>Application completed</b>	41020	Waseda University / Graduate School of Economics / 経済学専攻/Major in Economics / Graduate School of Economics Master's	9999/01/15 00:00(2913252 days left)

Please re-enter from “Applications” if you wish to resume your application in progress.

The Admissions Office <small>Offering the choice of colleges from the world map</small>			
Search schools	Admission Schemes	Profile	<b>Applications</b>
Favorites	Message		



## 4-5. List of Application Documents

- 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.
- Please download the prescribed forms from the GSE website\* and submit the relevant documents listed in the table below.

(\*) <https://www.waseda.jp/fpse/gse/en/applicants/process/>

If you submitted a certificate to demonstrate that you are expected to meet the qualification to enter university in order to meet the applicant eligibility stated in the application guidelines at the time of application, you will be required to submit such certificate to certify that you have indeed met all the requirements before enrollment. Unless you submit such certificate, you will not be allowed to enroll in Waseda University even if you pass the entrance examination.

\* Please confirm the file extensions that can be uploaded (".jpeg", ".jpg", ".pdf", etc.) on the application page of TAO. The maximum file size is 20 MB per file.

\* Please be aware that some of the application documents may differ depending on the applicant.

\* Please do not contact the office to confirm the arrival of documents, as we do not respond to individual inquiries.

	Items	Applicants required to submit the document	Notes
①	Applicant Information	All	<ul style="list-style-type: none"> <li>Enter required information by following the instructions in TAO.</li> <li>As the Administrative Office may contact you at the email address registered in TAO, please enter an email address that you use daily.</li> <li>For administering entrance exams in an efficient manner and conducting admission procedures, Waseda University collects information regarding your gender on legal documents. The information is collected only when the reason is deemed reasonable, and these cases are limited to minimum.</li> </ul>
	Copy of Residence Card / Copy of Certificate of Residence	Applicable Only	<p>Except for those who have short-term residence status, domestic applicants whose nationality is not Japanese must submit one of the following documents:</p> <ol style="list-style-type: none"> <li>1) A copy of a valid residence card (front and back sides) issued by the ward or city office where you reside.</li> <li>2) a copy of a certificate of residence (for foreigners)</li> </ol>
	Receipt of application fee payment	All	<ul style="list-style-type: none"> <li>For payment at convenient stores: Upload the PDF file of "Certificate of Payment of the Application fee".</li> <li>For payment by credit card or China Union Pay: After payment is completed, upload the PDF file of the "Result" page (the page with your name on it).</li> <li>For overseas remittances: Upload the PDF file of the bank's prescribed application form for overseas remittance.</li> </ul>

	Copy of Passport	All	Upload the PDF file of the page which shows your face photo. Please submit an unexpired one at the time of application.
	Color Photo	All	<ul style="list-style-type: none"> <li>• Upload a color photo taken within 3 months of the time of application. The requirements for the photo are as follows: a vertical to horizontal ratio of 4:3; must capture the upper body; must provide a front view; no hats, background, or frame. Please keep the color photo file in a safe place since you will be required to upload the same photo file at the time of enrollment procedure (see below).</li> <li>• Photos taken while 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.</li> <li>• 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 due to differences in hairstyle, etc.</li> <li>• Please do not post-process or retouch the face portrait photo.</li> <li>• Photographs taken and printed by individuals themselves using smartphones, etc., will not be accepted. Be sure to take an ID-quality photo (a speed photo is acceptable).</li> <li>• 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 on-campus web services, etc., as well as for identity verification in various on-campus procedures.</li> </ul>
	Educational Background Evaluation Form [Prescribed form]	applicants whose nationality is not Japanese only	<ul style="list-style-type: none"> <li>• Upload the form if you have completed (or will complete) your school education in a foreign country.</li> <li>• Upload the form if you have spent part of educational period from elementary school to graduate school at Japanese educational institutions.</li> <li>• In the Educational Background column, list all schools attended (including primary school, language schools, etc.) in chronological order.</li> </ul>



	Agreement regarding oral examination through Web conference system [Prescribed Form]	All	Download the prescribed form “Agreement regarding oral examination through Web conference system” from the GSE website, fill it out and upload it as a PDF file.
②	Statement of Purpose [Prescribed form]	All	<ul style="list-style-type: none"> <li>• Read well the instructions indicated on the cover page before filling out the form.</li> <li>• Upload the PDF file.</li> </ul>
	Research Output (Graduation Thesis, etc.)	All	<p>Upload a PDF file of the graduation thesis or a working paper, etc., <u>on Economics</u> in a complete document. The document must be a form of an academic thesis.</p> <ul style="list-style-type: none"> <li>• Only the document written in English or Japanese is accepted.</li> <li>• Use the correct citation in the text to avoid any suspicion of plagiarism or other forms of fraud.</li> </ul>
③	Academic Transcript	All	<p>Upload a PDF file of the transcript.</p> <ul style="list-style-type: none"> <li>• The transcripts must be written in Japanese or English. If it is impossible to have Japanese or English certificates issued, applicants must translate the document by themselves, have the document notarized to certify that the translation is accurate, and submit the document that is notarized.</li> <li>• If you have been on a leave of absence, military service, etc., please submit a certificate issued by a university or public institution.</li> <li>• Transfer students must submit transcripts from their previous undergraduate institution as well.</li> <li>• If the grade and reason for skipping a grade due to grade-skipping or accelerated graduation is not indicated on the transcript, please submit a document prepared by the university that proves it.</li> <li>• If you are a prospective graduate, upload your transcripts with grades for all semesters from the time of admission to the time of application to the TAO. After acceptance, please be sure to submit the original final transcripts when completing the admission procedure to this graduate school.</li> </ul> <p><b>If you entered a graduate school after obtaining an undergraduate degree, please submit transcripts from both your undergraduate and graduate studies.</b></p> <ul style="list-style-type: none"> <li>• For applicants who are not able to submit GRE or GMAT score report, please highlight the courses which are equivalent to “Calculus,” “Linear Algebra” and “Statistics” in your academic transcripts and upload the syllabi of these courses as well.</li> </ul>

<p>Certificate of (Expected) Graduation/Completion</p>	<p>All (except for applicants who have graduated or are expected to graduate from university or college in China)</p>	<p>Upload a pdf file of the Certificate of (Expected) Graduation /Completion.</p> <ul style="list-style-type: none"> <li>• If you are a prospective graduate, upload your Certificate of Expected Graduation (Completion). If Certificate of Expected Graduation (Completion) cannot be submitted, upload a Certificate of Enrolment instead. In any case, after acceptance, you will need to submit the original Certificate of Graduation (Completion).</li> <li>• If you have completed (or are expected to complete) graduate program, please <b>upload only a certificate of (expected) completion of graduate school</b>.</li> <li>• The certificate must be written in English or Japanese. If it is impossible to have an English or Japanese certificate issued, applicants must translate the document by themselves, have the document notarized to certify that the translation is accurate, and upload the document that is notarized.</li> </ul> <p>After acceptance, please be sure to submit the original Certificate of Graduation (Completion) when completing the entrance procedure to this graduate school.</p>
<p>The following two items issued by CHISI:</p> <ul style="list-style-type: none"> <li>• <b>Online Verification Report of Higher Education Qualification Certificate</b></li> <li>• <b>Online Verification Report of Higher Education Degree Certificate</b></li> </ul>	<p>Only applicants who have graduated from university or college in China</p>	<p>Arrange the following certificates issued by CHSI, sent from CSSD (CHESICC) directly to our Graduate School office by email. [Email address] <a href="mailto:gse-adm@list.waseda.jp">gse-adm@list.waseda.jp</a></p> <ul style="list-style-type: none"> <li>• <b>Online Verification Report of Higher Education Qualification Certificate</b></li> <li>• <b>Online Verification Report of Higher Education Degree Certificate</b></li> </ul> <p>For more information, check the CSSD website. (<a href="https://www.chsi.com.cn/en/">https://www.chsi.com.cn/en/</a>). Please be sure to prepare your certificates well in advance so that it reaches us by the application deadline. Only the English version of the certificates sent directly from the CSSD by e-mail are valid.</p>
<p>The following item issued by CHISI:</p> <p><b>Online Verification Report of Student Record</b></p>	<p>Only applicants who are expected to graduate from university or college in China</p>	<p>Please arrange the following certificate issued by CHSI, sent from CSSD (CHESICC) directly to our Graduate School office by email*. [Address] <a href="mailto:gse-adm@list.waseda.jp">gse-adm@list.waseda.jp</a></p> <ul style="list-style-type: none"> <li>• <b>Online Verification Report of Student Record</b></li> </ul> <p>For more information, check the CSSD website (<a href="https://www.chsi.com.cn/en/">https://www.chsi.com.cn/en/</a>). Please be sure to prepare your certificate well in advance so that it arrives at our school by the application deadline. Only the English version of the certificate sent directly from the CSSD by e-mail is valid.</p> <p>(*) The following certificates must be submitted at the time of entrance procedures after passing the entrance</p>

			<p>examination.</p> <p><b>Online Verification Report of Higher Education Qualification Certificate</b></p> <p><b>Online Verification Report of Higher Education Degree Certificate</b></p>
④	<p>GMAT/GRE Score Report</p> <p>OR</p> <p>Grades of Required Courses and TOEFL/TOEIC/IELTS Official Score Report</p>	All	<ul style="list-style-type: none"> <li>Submit either an official score report of GMAT or GRE. If applicants cannot submit any of those, an official score report of TOEFL (iBT or PBT), TOEIC or IELTS must be submitted along with each syllabus showing that the course is equivalent to "Calculus," "Linear Algebra," and "Statistics."</li> <li>External exams that can be taken from home, such as TOEFL iBT Home Edition, TOEFL iBT Paper Edition, and IELTS Online, will not be accepted in principle.</li> <li>External exams that combine results from different test administrations, such as TOEFL's "MyBest Score" and IELTS's "One Skill Retake," will not be accepted in principle.</li> <li>Applicants who are native English speakers or those who have stayed for more than 4 years and have received (or expected to receive) an English-based degree from an institute of higher education (university or higher) in an English-speaking country (*), are not required to submit TOEFL/TOEIC/IELTS Official Score Report. (* ) English-speaking countries in this context are those where English is the official language. If you are unable to determine whether you are eligible for exemption from English score submission, please contact the GSE Office in advance.</li> <li><b>Only scores taken within two years prior to the first day of the application period will be considered valid.</b></li> <li>Please be sure to prepare your score report well in advance so that it arrives at our school by the application deadline. Score reports that arrive before the application period are acceptable, but those submitted after the application period will not be accepted.</li> </ul> <p><b>[GMAT]</b></p> <ul style="list-style-type: none"> <li>Please request GMAC to send the score report directly to the GSE office. GMAC website: <a href="https://www.gmac.com">https://www.gmac.com</a> Institution Code required to send score reports: <b>3TX-L8-06</b></li> <li>In addition, upload a copy of the "GMAT Test Taker".</li> </ul> <p><b>[GRE]</b></p> <ul style="list-style-type: none"> <li>Please request ETS to send the score report to the GSE office. ETS website: <a href="https://www.ets.org/">https://www.ets.org/</a> Institution Code required to send score reports: <b>2698</b></li> </ul>

			<ul style="list-style-type: none"> <li>• In addition, upload a copy of "GRE Test Taker Score Report."</li> </ul>
			<p>【TOEFL】</p> <ul style="list-style-type: none"> <li>• Please request ETS to send the score report directly to the GSE office. ETS Website: <a href="https://www.ets.org/">https://www.ets.org/</a> Institution Code : <b>1577</b> •Department Code: <b>84</b></li> <li>• In addition, upload a copy of the "Test Taker Score Report".</li> </ul> <p>【TOEIC】</p> <ul style="list-style-type: none"> <li>• <b>If you took the test in Japan:</b> Please request your test score directly sent to GSE office from IIBC by referring to the method at: <a href="#">Score Confirmation Service in Secure Program   TOEIC Listening &amp; Reading Test   IIBC Official English Site   IIBC (iibc-global.org)</a> Application Code for GSE: <b>00019701</b></li> <li>• <b>If you took the test outside of Japan:</b> Please send an original copy of the OFFICIAL SCORE CERTIFICATE to 【GSE Mailing Address】 below by post.</li> <li>• In either case, upload a copy of official score certificate as well.</li> </ul> <p>【IELTS】</p> <ul style="list-style-type: none"> <li>• Use the IELTS electronic score delivery service to send your scores directly to the GSE office. IELTS website: <a href="http://www.ielts.org">www.ielts.org</a></li> <li>• If this service is not available, please provide the following mailing address for the Test Report Form.</li> <li>• In either case, upload the copy as well.</li> </ul> <div style="border: 2px solid black; border-radius: 10px; padding: 10px;"> <p><b>【GSE Mailing Address】</b>  <b>Administrative Office, Graduate School of Economics,</b>  <b>Waseda University</b>  <b>1-6-1 Nishiwaseda Shinjuku-ku, Tokyo 169-8050 Japan</b></p> </div>
⑤	Two Recommendation Letters	All	<p>Only recommendation letters written in Japanese or English will be accepted.</p> <ul style="list-style-type: none"> <li>• Ask your supervisor at your home university or an alternative to your supervisor to prepare the letters of recommendation.</li> <li>• After the two recommenders have separately prepared one recommendation letter each, ask each recommender to send it directly as a PDF file from the recommender's institutional email address to <a href="mailto:gse-adm@list.waseda.jp">gse-adm@list.waseda.jp</a> .</li> <li>• Ask the recommender to include the applicant's full name in the subject line (e.g., "recommendation for John Smith") and to include the applicant's name, the recommender's name, and his/her institution and title in the body of the letter of recommendation.</li> </ul>

			<ul style="list-style-type: none"> <li>• If the domain of the e-mail address, such as personal Gmail, is different from that of the recommender's institution, please ask the recommender to attach his/her own business card to the e-mail, which can confirm his/her institution affiliation.</li> <li>• If circumstances of the supervisor of your master's thesis (or his/her substitute) make it difficult to submit the letter of recommendation within the application period, the letter of recommendation can be accepted even before the application period. However, submission after the application period will not be accepted.</li> </ul>
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## 4-7. Notes on Completing and Submitting Application Documents

- Please download the prescribed forms from the GSE website:  
<https://www.waseda.jp/fpse/gse/en/applicants/process/>
- Complete all application documents in English.
- If it is impossible to have English or Japanese certificates issued, applicants must translate the documents by themselves, have them notarized by an embassy or another appropriate office to certify that the translation is accurate, and submit the notarized documents.
- Do not fill out the sections marked by an asterisk※ in the prescribed forms.
- If the name on the certificate or other documents is different due to change of family name, please attach an extract from the family register (*koseki touhon*) or other documents.
- Any forgeries, inaccuracies, or plagiarisms in the document, information, or other materials submitted as part of the application to study at Waseda University will be considered as ethical violations and may cause the result of entrance examination to be invalidated. In such cases, submitted documents and other materials will not be returned and the application fee will not be refunded.
- International students who have applied domestically and have a visa that remains valid until after admission may not be allowed by the Immigration Bureau of Japan to renew or change their visa after enrollment for certain reasons (for example, an applicant has ceased to engage in the activity for which their current visa was issued for more than three months without justifiable reasons). Waseda University does not guarantee regarding the change or renewal of visas after admission. Be sure to contact the Immigration Bureau of Japan and apply to our university at your own responsibility.
- Incomplete submissions will result in applicants being ineligible to take the entrance examinations. Please ensure that you have all the required documents before submitting your application. Also promptly follow any instructions given by the Administrative Office.
- If the address, phone number, or email addresses on your application documents changes after submission, be sure to notify the administrative office immediately. The university cannot be responsible if any notification from the university is lost due to a change of information from your application documents.
- **Applications must be completed in TAO by the application deadline. Applications that have not reached the status of 'Application Completed' after the application deadline will not be accepted.**
- Messages from the administrative office will be sent to you via the message function on TAO or directly to your registered email address. Please check your TAO message box regularly or the inbox of your registered email address.
- Digital copies of certificates (diplomas, transcripts, etc.) submitted on the TAO at the time of application are acceptable, but the original of the relevant certificates must be submitted at the time of the entrance procedure after acceptance. Please note that if the original certificate cannot be

submitted by the deadline of the entrance procedure, or if the content of the certificate differs from the digital copy submitted at the time of the application, the applicant will be deemed not to have completed the entrance procedure and will not be admitted.

- Please refrain from inquiring about the arrival status of the mailed documents.
- If you change your address, telephone number, e-mail address or other information in the applicant's information, please contact the Graduate School office as soon as possible. The Graduate School will accept no responsibility if you do not receive any communication from the Graduate School due to changes in your registered information.
- Some countries and regions are not subject to translation notarization by embassies in Japan (e.g., China). In such cases, you will need to have your documents translated and notarized in your home country, so please arrange documents well in advance.
- As a general rule, application documents and application fees are not returned or refunded. However, a full amount of application fee or the excess amount will be refunded if you fall into one of the categories below.
  - 1) You paid in excess of the amount of application fee required (for domestic applications only).
  - 2) You paid the application fee but failed to submit the required application documents.
  - 3) You paid the application fee but submitted the application documents after the deadline.
  - 4) You paid the application fee and submitted the application documents, but your application was rejected before screening due to the following reasons: the submitted application materials are not complete enough to meet the application requirements or you do not meet all the eligibility criteria, etc.

If you fall into one of the categories above, please contact the administrative office (Tel: +81-3-3208-8560 Email: [gse-adm@list.waseda.jp](mailto:gse-adm@list.waseda.jp)) by **May 16, 2025**.

- ※ If the application fee is paid by credit card or refund to an account at a financial institution outside Japan, the applicant will be responsible for any fees incurred for the refund of the fee.

#### **4-8. Issuance of Examination Card**

For applicants who have submitted all the required documents and whose applications have been accepted, the examination numbers will be issued on the TAO. If any of the documents or information submitted is incomplete, the applications will not be accepted, and examination numbers will not be issued until the incomplete situation is resolved. If you have not received an examination number seven days prior to the announcement of successful applicants for the first screening, please contact the administrative office immediately (Tel: +81-3-3208-8560 Email: [gse-adm@list.waseda.jp](mailto:gse-adm@list.waseda.jp)).

Print out the examination voucher from TAO and keep it in a safe place, as it will be required when you receive your student ID card.



## 5. Screening

### 5-1 First Screening

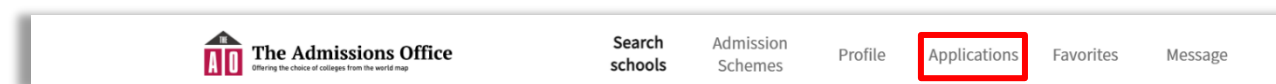
A comprehensive evaluation will be made based on the submitted application documents.

### 5-2 Announcement of First Screening Results

- Successful applicants will be announced on TAO **around noon (Japan Standard Time) on April 11, 2025**. Applicants who receive a "Conditional Offer" will be contacted separately with information on the second examination.

#### [How to Confirm Result]

Please select the name of the application you have completed from the "**Graduate School of Economics Master's Program for General Admission September 2025 Enrollment**". Then, click on the "View my screening results" button to check for the result.



### 5-3. Unconditional Offer and Conditional Offer

- An unconditional offer means that applicants can be admitted to the Graduate School of Economics without any further screening procedure. Please proceed to Page 25 for information about the entrance procedures.
- A Conditional Offer means that an applicant will be invited for the Second Screening (Oral Examination). After the Second Screening, the applicant will be decided on whether he/she can enroll to the Graduate School of Economics or not.

### 5-4. Second Screening (Oral Examination)

- The Second Screening (Oral Examination) will be held via a web conference system (Zoom) only for applicants **who got a conditional offer**.
- Oral Examination will be held for 20 minutes per applicant.
- Applicants may be examined on their English language skills during the oral examination.
- For applicants to the International Political Economy Course, a test of basic knowledge of political science may also be administered during the oral examination.

#### 1) Screening Method

Selection will be conducted based on an interview using Zoom.  
As a rule, the language used for the exam will be English.

#### 2) Date of Screening

**April 19, 2025**

### **3) Precautions (regarding equipment, environment, and others)**

#### **① Overview**

The interview will be conducted via a remote conferencing system "Zoom." Applicants are not required to come to Waseda University on the day of interview.

Interview information such as scheduled time slot will be notified to those who are given the conditional offer for the first screening. Notifications will be sent to the e-mail address provided by the applicants on the application form of TAO.

Applicants are responsible for preparing a suitable environment including but not limited to the conditions stated in the following for the use of Zoom. Any fees that may incur in taking the interview via Zoom will be borne by applicants themselves.

#### **② Internet Connection**

Stable Internet connection must be prepared. To ensure a stable connection, connecting to a wired LAN is strongly recommended.

#### **③ Audio/ Visual Equipment**

Equipment such as a webcam, microphone, headset, and speaker must be prepared. Computer-built equipment may be used as well. Use of computer is strongly recommended, but applicants may use a smartphone or tablet if preferred. Before the interview, applicants are expected to conduct a Test Meeting on Zoom (<http://zoom.us/test>) and confirm if the audio and visual equipment on the device works without any problems.

#### **④ Location**

In addition to preparing the environment above, a quiet room with no other parties present during the interview is required. The date and time of interview will be decided by the University and no individual request can be accepted.

Duration of the interview will be approximately 20 minutes. Applicants who are late in showing up at their interview more than 10 minutes will be considered being absent.

#### **⑤ Troubleshooting on the Day of the Interview/ Important Notes**

If, on the scheduled day, Waseda University determines that the interview cannot be held due to unforeseen circumstances such as unstable Internet connection, applicants will be contacted via phone or e-mail provided on the application form of TAO. In such cases, they must follow the instruction given by the staff/professor. If the applicants cannot be reached nor follow the instructions, the interview may be considered abandonment. Thus, the application fee will not be refunded.

Leaving during the interview may be considered abandonment.

Failure to observe the following precautions may be considered cheating:

- The authorized materials that applicants can bring to the interview are examination card, writing utensils, note pad, plain handkerchief, and tissues without a box or cover.
- Making audio/ video recording and taking photographs by applicants are strictly prohibited.

For the admission purposes, Waseda University will make audio/ video recording of the interview and discard the data once the screening is over.

#### **⑥ Interview Procedures and Regulations on Zoom**

The video and audio on Zoom must be turned on and the whole face of the applicants must remain visible throughout the interview.

The use of electronic devices other than the one used for the interview is strictly prohibited. During the interview, applicants are not allowed to search information nor access applications/tools except Zoom on the authorized device.

Do not use Virtual Background on Zoom.

To ensure there is no other parties present in the room, applicants may be asked to move the camera on the device to show a 360-degree view of the room before, during, or after the interview. In this case, please follow the instructions.

Face masks must be removed prior to the interview.

Zoom operating procedures can be found in the following website.

Zoom Support: <https://support.zoom.us/hc/en-us>

## 5-5 Announcement of Second Screening Results

- Successful applicants will be announced on TAO on **May 16, 2025, around noon (Japan time)**. Successful applicants will also be contacted by e-mail with information on the admission procedures.

### [How to Confirm Result]

Same as "5-2 Announcement of First Screening Results" section.

- Please note that the Administrative Office will not respond to any inquiry concerning the result of the screening.
- Be sure to check your acceptance letter as it will indicate the course and specialization in which you have been accepted.
- Due to differences in research plans and desired specialization, applicants may be accepted in the specialization decided by the Graduate School.
- If you have not received the email regarding the admission procedures 5 days after the date of announcement of successful applicants, please contact the Administrative Office immediately.

## 5-6 Precautions for Examination

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. In these "Admission Application Guidelines," the term "cell phones, etc." is used to include all devices with communication functions, such as cell phones, smart phones, tablets, PHS, smart watches, etc.

1. Any falsification, misrepresentation, plagiarism, etc., of documents, materials, or information submitted to the University at the time of application may be considered as misconduct.
2. Doing any of the following may 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, referring to notes on one's body, objects, desk, etc.).
  - 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 cell phones, watches, etc., during the examination.
  - ⑤ Behavior that disturbs other examinees in the examination venue
  - ⑥ Not following instructions from the examination supervisors at the examination venue
  - ⑦ Pretending to be an applicant and taking the examination for the applicant
  - ⑧ Conducting other acts impairing the fairness of the examination
3. In case misconduct is suspected, the University may respond as follows. Failure to comply with these

actions may be regarded as an admission of wrongdoing.

- A supervisor (proctor), 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 (hereinunder, "Submitted Related Documents") by providing said Submitted Related Documents to the issuers, providers, theses review entities, etc. By submitting or providing the Submitted Related Documents to the University, the applicant agrees to the University's right to make such inquiries.
4. The following responses 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 year (application 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 a range of disciplinary action up to and including expulsion from the University, 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 home university or guardians etc.

#### **【Unforeseen Problems that are Beyond Human Control】**

- In cases of unforeseen circumstances that are beyond human control, such as a natural disaster (e.g., typhoons, earthquakes, flooding, tsunamis) and/or accident, such as fire, power failure, and so on, measures including delaying the start of the exam or postponing the exam, etc. may be taken. However, in such an event, we will bear no responsibility for any resulting inconvenience, expense, or other personal loss that the examinee may incur.
- If you have an infectious disease (e.g., new coronavirus infection, influenza, measles, rubella, etc.), for which suspension of attendance is required by the School Health and Safety Law, and have not yet recovered, please refrain from taking the examination as there is a risk of infecting other students, supervisors, etc. Even if you are absent from the examination due to such reasons as not taking the examination, a follow-up examination will not be given and the entrance examination fee will not be refunded, unless the University has announced special measures to be taken.

## 6. Entrance Procedures

Details on the admission procedure and documents required for the procedure will be published in the "Guide to Entrance Procedures" issued to successful applicants.

## 7. Admission Fee, Academic Fees, and Membership Fees

Admission Fee, Academic Fees, and Membership Fees for 2025 Academic Year

(In JPY)

Economics Course/Global Political Economy Course								
	Semester	Admission Fee	Academic Fees		Membership Fees			Total
			Tuition fee	Seminar fee	Student Health Promotion Mutual Aid Association	Society enrollment fee	Society membership fee	
1st Year	1 <sup>st</sup> semester	300,000	346,000	1,500	1,500	2,000	750	651,750
	2 <sup>nd</sup> semester	–	346,000	1,500	1,500	–	750	349,750
	Total	300,000	692,000	3,000	3,000	2,000	1,500	1,001,500
2 <sup>nd</sup> Year	3 <sup>rd</sup> semester	–	496,000	1,500	1,500	–	750	499,750
	4 <sup>th</sup> semester	–	496,000	1,500	1,500	–	750	499,750
	Total	–	992,000	3,000	3,000	–	1,500	999,500

### 【Notes】

1. Enrolled students who have paid admission fees for admission to an undergraduate faculty or graduate school of Waseda University on a regular course are exempt from payment of the admission fee.
2. Graduates of Waseda University Faculty of Political Science and Economics are exempt from payment of the society enrollment fee.
3. Seminar fee or membership fees are subject to change.
4. Once submitted or paid, application documents, admissions fee, academic fees, and membership fees (paid at the time of admission) shall not, as a rule, be refunded. However, if a student has to decline admission owing to unavoidable circumstances, academic fees, and membership fees (paid at the time of admission) may be refunded. If an applicant receives offers of admission from more than one graduate school, the admissions fee, academic fees, and membership fee already paid by the student (at the time of admission) may, at the student's request, be applied to the fees for the graduate school that the student seeks to enter. (This applies only to transfers of fees between graduate schools whose enrolment periods do not overlap at all.) For details of the procedure for this, see the "Guide to Entrance Procedures" sent to successful applicants.
5. Students from outside of Waseda University will be required to pay 40,000 (discounted by prepayment of 5,000 yen per year for 10 years) as the "Alumni Association membership fee" in the final semester of their last year. Those who graduated from Waseda University or transferred to Waseda University are not subject to payment of the fee.

# 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 application for admission to Waseda University itself might be revoked immediately.

### 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, Sao Tome and Principe, 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: January 2024.



## Form for Screening Fee Waiver Waseda University

Date: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
Year Month Date

If you will claim your screening fee waiver, DO NOT pay the screening fee, and instead, submit this form at the time of your application. Note that the screening fee, once paid even by mistake or accident, will not be returned.

The applicant must reside in one of the countries listed below AND hold nationality of one of those 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, Sao Tome and Principe, Senegal, Sierra Leone, Solomon Islands, Somalia, South Sudan, Sudan, Syrian Arab Republic, Tanzania, Timor-Leste, Togo, Tuvalu, Uganda, Yemen, Zambia

\*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.

\*Last updated: January 2024.

Name of the Undergraduate School/Graduate School to which you are applying:

\_\_\_\_\_

Applicant's Name: \_\_\_\_\_  
Family Given & Middle

Nationality 1: \_\_\_\_\_

Nationality 2: \_\_\_\_\_

(for applicants with dual nationality)

Current Address:

\_\_\_\_\_