


This is a sample of the application form for Spring Entry for students attending university in Asia region. (As of 2023 Mar)  
Some answer choices are different from Spring/Fall Entry and regions of where your university is located, but questions are all the same.



Study Program at Waseda

Q1. Program which you would like to apply for **\*Mandatory**

☐ [EX] Undergraduate School

☐ [EX] Graduate School (Master's program)

☐ [EX] Graduate School (Doctoral program)

☐ [EX] Japanese Language Program

☐ [DD] Undergraduate School

☐ [DD] Graduate School (Master's program)

☐ [DD] Graduate School (Doctoral program)

☐ \*This program cannot be selected

☐ [MEXT] Japanese Language Program

☐ \*This program cannot be selected

☐ \*This program cannot be selected

[EX]=Exchange Program

[DD]=Double Degree Program

MEXT=MEXT scholarship students (only applicable for entrance as a year program)

**Regular Exchange students applying to Undergraduate School:** Select "[EX] Undergraduate School"

**Graduate School:** Select "[EX] Graduate School (Master's program)" or "(Doctoral program)"

**Japanese Language Program:** Select "[EX] Japanese Language Program"


**Double Degree Students applying to Undergraduate School:** Select "[DD] Undergraduate School"

**Graduate School:** Select "[DD] Graduate School (Master's program)" or "(Doctoral Program)"

**MEXT Scholarship applicants**

Select "[MEXT] Japanese Language Program"

Next



Study Program at Waseda

Q2. School you are applying for at Waseda **\*Mandatory**

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11:Schl Political Science and Economics <offered in JPN>

11:Schl Political Science and Economics <offered in ENG>

12:Schl Law <offered in JPN>

15:Schl Education <offered in JPN>

16:Schl Commerce <offered in JPN>

16:Schl Commerce <offered in ENG>

18:Schl Social Sciences <offered in JPN>

18:Schl Social Sciences (TAISI) <offered in ENG>

19:Schl Human Sciences <offered in JPN>

20:Schl Sport Sciences <offered in JPN>

21/97:Schl International Liberal Studies(SILS) <offered in ENG>

23:Schl Culture, Media and Society <offered in JPN>

23:Schl Culture, Media and Society (JCulP) <offered in ENG>

24:Schl Humanities and Social Sciences <offered in JPN>

26:Schl Fundamental Science and Engineering <offered in JPN>


26:Schl Fundamental Science and Engineering <offered in ENG>

27:Schl Creative Science and Engineering <offered in JPN>

27:Schl Creative Science and Engineering <offered in ENG>

28:Schl Advanced Science and Engineering <offered in JPN>

Not all Schools are available in English for exchange students.  
Make sure you check the "Application Requirements amd Restrictions" carefully when choosing your School.



Study Program at Waseda

Q3. Department of the School you are applying for **\*Mandatory**

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Political Science

Economics

Global Political Economy

**Q3**

Some Schools do not have Departments. In that case Q3 is automatically skipped.

## Study Program at Waseda

Q4. Major field you want to study at Waseda **\*Mandatory**

Q5

Mandatory for all students applying to graduate schools except Waseda Business School, Graduate School of Accountancy and Graduate School of International Culture and Communication Studies

Q5. [Applicant for Graduate School (G.S.)]  
Name of Prospective Research Supervisor at Waseda

\*Your prospective research supervisor must be a faculty member of the Graduate School (G.S.)/Department to which you are applying, and applicants for the following fields have to contact them before application: Science and Engineering; Policy Science; Sport Sciences; Information, Production and Sciences (IPS); Environmental Science and Technology; Energy Engineering; Letters, Arts and Sciences; and Human Sciences.

\*Applicants for Graduate School of Law, Graduate School of Asia-Pacific Studies (GSAPS) and Graduate School of Japanese Applied Linguistics (GSJAL): write the name of the professor by whom you wish to be supervised, but do not directly contact them.

Q6. [Applicant for G.S.] Have you already obtained the professor's consent to accept you as an Exchange Student? Applicants have to contact their prospective research supervisor before application.

☐ Yes, I have already obtained the professor's consent to accept me as an Exchange Student.

Q6

Applicable for students applying to graduate schools only

Q7. Program Period **\*Mandatory**

- ☐ September 2022 to February 2023 [1 Semester]
- ☐ September 2022 to August 2023 [1 Year]
- ☐ September 2022 to August 2024 [2 Years]

-SILS applicant for April admission...1 semester  
-EX...1 semester or 1 year  
-DD...Depends on program ( <https://www.waseda.jp/inst/cie/en/to-waseda/ddp> ).  
\*NUS/Earlham...Choose [1 year]  
Chula/CUHK...Choose [2 years]  
-MEXT...1 year

Q8

Applicable for students applying to SILS for one semester from September only

Q8. [Applicant for SILS in September Only] If you intend to attend for only one semester, please explain the reason.

\*Applicant for SILS in September Only

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## Home University Information

Q9-1: Your home university (A-P)

**\*Mandatory**

\*Please select "N/A" if your home university is not listed here.

Q9-2: Your home university (Q-Z)

**\*Mandatory**

\*Please select "N/A" if your home university is not listed here.

Q10. School/ Department you belong to at your Home University

**\*Mandatory**

Q11. Major field you are studying at your Home University

**\*Mandatory**

Q12. Minor field you are studying at your Home University

Q13. Degree (and Year) at your Home University (At the time of application)

**\*Mandatory**

☐ 1st(Freshman) ☐ 2nd(Sophomore) ☐ 3rd(Junior) ☐ 4th(Senior) ☐ 5th or above ☐ Master 1st ☐ Master 2nd ☐ Master 3rd or above ☐ Doctoral 1st ☐ Doctoral 2nd ☐ Doctoral 3rd ☐ Doctoral 4th or above

Q14. Does your Home University use a GPA system?

**\*Mandatory**☐ Yes ☐ No

\*If your home university does not calculate GPA, we will be judging based on your t Grading System Chart. In order to satisfy our GPA requirement of 3.0 out of 4.0, you must achieve **75 points on a 100-point scale**. For requirement of 2.5 out of 4.0, you will roughly need **56 points on a 100-point scale**.

**Q15**

Write your "GPA/Maximum score" format (e.g. 3.0/4.0)

Q15. If Yes ,please fill in your Cumulative GPA.

\*Please fill in your GPA as (xx/Perfect Score) e.g. 3.5/4.0 3.2475/4.33 75/100

Q16. Expected Graduation date at your Home University

**\*Mandatory**

\*You need to stay enrolled until the end of the exchange period.

**\*\*\*Please type dates as yyyy/mm/dd.****\*\*\*If "dd" is unknown, type "00", for example; March, 2024 and the date is unknown: 2024/03/00****Q16**

Expected date of graduation must be after the end of your exchange period.

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## Personal Information

Q17-1. Family name/Surname(In English) <b>*Mandatory</b>	<input type="text"/> <small>*Family name/Surname in English and type in <b>CAPITAL LETTERS ONLY</b> (e.g. WASEDA)          *Write your full legal name as it appears on your passport.          If you do not have a family name, please write a comma (,) in this space instead.</small>
Q17-2. First name/Middle name(In English) <b>*Mandatory</b>	<input type="text"/> <small>*First name/Middle name in English (e.g. James)          *If you have a middle name, please write it directly after your first name (e.g.: James Alexander)          *Write your full legal name as it appears on your passport.</small>
Q18. Gender <b>*Mandatory</b>	<input type="radio"/> Male <input type="radio"/> Female
Q19. Date of Birth <b>*Mandatory</b>	<input type="text"/> / <input type="text"/> / <input type="text"/>
Q20. Present Address in full (In English) <b>*Mandatory</b>	<input type="text"/>
Q21. Phone <b>*Mandatory</b>	<input type="text"/>
Q22. Mobile Phone	<input type="text"/>
Q23. Email <b>*Mandatory</b>	<input type="text"/>
Q24-1. Country of present citizenship(A-H) <b>*Mandatory</b>	<input type="text"/>
Q24-2. Country of present citizenship(I-R) <b>*Mandatory</b>	<input type="text"/>
Q24-3. Country of present citizenship(S-Z) <b>*Mandatory</b>	<input type="text"/>
Q25. Are you a dual citizenship holder? <b>*Mandatory</b>	<input type="radio"/> Yes <input type="radio"/> No
Q26. If you are a dual citizenship holder, please fill in a country.	<input type="text"/>
Q27. As of this moment, do you have a Status of Residence in Japan or a valid residence card? <b>*Mandatory</b>	<input type="radio"/> Yes <input type="radio"/> No
Q28. If you do, please fill in the type of your Status of Residence in Japan.	<input type="text"/> <small>Ex.          - Dependent          - Designated Activities          - Permanent Resident          - Special Permanent Resident</small>
Q29. Do you have any mental or physical disabilities or concerns? <b>*Mandatory</b>	<input type="radio"/> Yes, and I need support from Waseda during the exchange period. I attach a Support Letter issued by my home university (Student Condition Report Required) <input type="radio"/> Yes, but I do not need support from Waseda (Student Condition Report Required) <input type="radio"/> No <small>* If you are regularly meeting a doctor or taking medication, please provide us with Student's Condition Report filled out by your doctor no matter you need support from Waseda or not.          *Providing us with your health issues will not impact your selection into the exchange program. This information will only be used to establish support for you.</small>
Q30. If Yes, please explain details.	<input type="text"/> <small>*Mandatory if you answered Yes to Q29.</small>
Q31. Emergency Contact (Full name in English) <b>*Mandatory</b>	<input type="text"/> <small>*This must be a person who can be contacted to Waseda University in case of emergency.</small>
Q32. Emergency Contact's Relationship <b>*Mandatory</b>	<input type="text"/>
Q33. Emergency Contact's Address(In English) <b>*Mandatory</b>	<input type="text"/>
Q34. Emergency Contact's Phone <b>*Mandatory</b>	<input type="text"/>
Q35. Emergency Contact's Mobile Phone	<input type="text"/>
Q36. Emergency Contact's Email <b>*Mandatory</b>	<input type="text"/>

Q17-1  
Write your family name

Q17-2  
Write your all given names as shown in passport

Q24-1 ~ Q26  
If you are a dual citizenship holder, select the nationality you will be using to apply for your Certificate of Eligibility in Q24, and indicate your other nationality(ies) in Q26. If you hold a Japanese citizenship, the nationality you select in Q24 must be "Japan".

Q29  
Make sure you indicate any disabilities/ health concerns. This will not affect your application in any way, but we require this information to establish the appropriate support.

Q31  
Indicate a family member as your emergency contact

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Confirm

Q37. Educational background 1

Name of Institution/  
Location(City,Country)/  
From(yyyy/mm/dd)/  
To(yyyy/mm/dd)/

==Please type dates as yyyy/mm/dd.

==If "dd" is unknown, type "00"

==Please type dates as yyyy/mm/dd.

==If "dd" is unknown, type "00"

\*List all schools attended "from elementary school to the present institution" in chronological order in Q37-42.

\*If you have taken a leave of absence due to military service or other reasons, please enter the information in a separate PDF file and upload it together with other documents.

\*If you run out of space to enter your school information, please list the information in a separate PDF file and upload it together with other documents

Q38. Educational background 2

Name of Institution/  
Location(City,Country)/  
From(yyyy/mm/dd)/  
To(yyyy/mm/dd)/

==Please type dates as yyyy/mm/dd.

==If "dd" is unknown, type "00"

==Please type dates as yyyy/mm/dd.

==If "dd" is unknown, type "00"

Q39. Educational background 3

Name of Institution/  
Location(City,Country)/  
From(yyyy/mm/dd)/  
To(yyyy/mm/dd)/

==Please type dates as yyyy/mm/dd.

==If "dd" is unknown, type "00"

==Please type dates as yyyy/mm/dd.

==If "dd" is unknown, type "00"

Q40. Educational background 4

Name of Institution/  
Location(City,Country)/  
From(yyyy/mm/dd)/  
To(yyyy/mm/dd)/

==Please type dates as yyyy/mm/dd.

==If "dd" is unknown, type "00"

==Please type dates as yyyy/mm/dd.

==If "dd" is unknown, type "00"

Q41. Educational background 5

Name of Institution/  
Location(City,Country)/  
From(yyyy/mm/dd)/  
To(yyyy/mm/dd)/

==Please type dates as yyyy/mm/dd.

==If "dd" is unknown, type "00"

==Please type dates as yyyy/mm/dd.

==If "dd" is unknown, type "00"

Q42. ==Present==Educational background 6

Name of Institution/  
\*Mandatory  
Location(City,Country)/  
\*Mandatory  
From(yyyy/mm/dd)/  
\*Mandatory  
To(yyyy/mm/dd)==The  
expected graduation date==/  
\*Mandatory

==Please type dates as yyyy/mm/dd.

==If "dd" is unknown, type "00"

==Please type dates as yyyy/mm/dd.

==If "dd" is unknown, type "00"

Q43. Japanese Language Experience 1

Name of Institution/  
Location(City,Country)/  
From(yyyy/mm/dd)/  
To(yyyy/mm/dd)/

==Please type dates as yyyy/mm/dd.

==If "dd" is unknown, type "00"

Mandatory for students applying for CJL and taking courses conducted in JPN

==Please type dates as yyyy/mm/dd.

==If "dd" is unknown, type "00"

Q44. Japanese Language Experience 2

Name of Institution/  
Location(City,Country)/  
From(yyyy/mm/dd)/  
To(yyyy/mm/dd)/

==Please type dates as yyyy/mm/dd.

==If "dd" is unknown, type "00"

==Please type dates as yyyy/mm/dd.

==If "dd" is unknown, type "00"

Q45. Japanese Language Experience: Total years  
\*Mandatory

 years  
\*As of the time of application.  
\*If you have not learnt Japanese, enter 0.  
Mandatory for CJL and SILS applicants.

Q46. Japanese Proficiency: Speaking \*Mandatory

☐Excellent ☐Good ☐Fair ☐Poor ☐None

\*Please give your own assessment of your Japanese proficiency

Q47. Japanese Proficiency: Listening \*Mandatory

☐Excellent ☐Good ☐Fair ☐Poor ☐None

\*Please give your own assessment of your Japanese proficiency

Q48. Japanese Proficiency: Reading \*Mandatory

☐Excellent ☐Good ☐Fair ☐Poor ☐None

\*Please give your own assessment of your Japanese proficiency

Q49. Japanese Proficiency: Writing \*Mandatory

☐Excellent ☐Good ☐Fair ☐Poor ☐None

\*Please give your own assessment of your Japanese proficiency.

Q50. Native language  
\*Mandatory

Q51. Occupation or work experience(if any)1

Employer/  
Type of employment(Full-time,Part-time,Internship etc)/  
Location(City, Country)/  
From(yyyy/mm/dd)/  
To(yyyy/mm/dd)/

==Please type dates as yyyy/mm/dd.

==If "dd" is unknown, type "00"

==Please type dates as yyyy/mm/dd.

==If "dd" is unknown, type "00"

Q52. Occupation or work experience(if any)2

Employer/  
Type of employment(Full-time,Part-time,Internship etc)/  
Location(City, Country)/  
From(yyyy/mm/dd)/  
To(yyyy/mm/dd)/

==Please type dates as yyyy/mm/dd.

==If "dd" is unknown, type "00"

==Please type dates as yyyy/mm/dd.

==If "dd" is unknown, type "00"

Q37- Q42

Write educational background from elementary to present.  
Attach a separate sheet if you run out of space on the application form

Q43- Q49

If you do not have any Japanese language experience, write "none". If you have self studied, write "self study".

Other Information	
Q53. Are you applying for/going to receive any scholarships for this student exchange program (excluding MEXT scholarship)? <b>*Mandatory</b>	<input type="radio"/> Yes <input type="radio"/> No
Q54. If yes, please answer the following. Name of Scholarship	<input type="text"/>
Q55. Amount of Scholarship	<input type="text"/>
Q56. Scholarship Period	<input type="text"/>
Q57. Passport Number <b>*Mandatory</b>	<input type="text"/> The above passport number must be correspondent to the one on your COE application. If you are currently applying/renewing your passport, please clarify that.
Q58. Passport Expiry Date (yyyy/mm/dddd) <b>*Mandatory</b>	<input type="text"/> <b>***Please type a Passport Expiry Date as yyyy/mm/dd.</b> <b>***Type as "N/A" if you are currently applying/renewing a passport.</b>
Q59. Have you checked the requirements of the school you are applying to and prepared all the necessary documents? <b>*Mandatory</b>	<input type="radio"/> Yes <input type="radio"/> No Please refer to Requirements and Course List from <a href="#">website</a>
Q60. Upload Documents	<div> <input type="button" value="ファイルを選択"/> 選択されていません         </div> <b>&lt;List of Documents to be Uploaded&gt;</b>  <b>Applicant for Double Degree Program</b> -->Copy of Passport(Identification page)  <b>Applicant for EX, GLFP, and MEXT</b> -->Please refer to <a href="https://www.waseda.jp/inst/cie/en/exchange/application">https://www.waseda.jp/inst/cie/en/exchange/application</a>  <b>!! Before uploading !!</b> *ZIP file must be named as "yourname_homeuniversityname" e.g. tarowaseda_wasedauniversity *Make sure that no platform-dependent characters are included in the filename. *Total size of your ZIP file must not exceed <b>10MB</b> *Only one file can be uploaded. If you upload the wrong file, please upload a new one to overwrite existing file. Once you press "confirm," last file you upload is to be saved & used for application process.

**Q60**  
**Scan all the documents into a single PDF file;**  
**Make a single ZIP file which contains the PDF file; and**  
**Upload the ZIP file on the Online Application Form (the ZIP file must be 10MB or less!)**  
\*Please submit Academic Study Plan and COE application on the web forms respectively, not with file format .  
Your Answer ID and the form URLs will be sent to you automatically by e-mail when you successfully complete this Online Application.