

English Language Based Admissions
April / September Entry
For Non-Degree Seeking Students

ADMISSIONS GUIDE

2027



Artes et Scientiae

國際基督教大學

INTERNATIONAL CHRISTIAN UNIVERSITY

NOTES

Handling of Personal Information

Personal information submitted during the application process will be used solely for purposes related to admissions, such as document screening, correspondence with applicants, notification of admissions results, enrollment procedures, and other related administrative or public relations activities.

Some of the tasks mentioned above may be outsourced to third-party service providers contracted by International Christian University (ICU). In such cases, personal information may be provided in whole or in part to these contractors. ICU ensures that all contractors are bound by agreements that require compliance with the Act on the Protection of Personal Information (APPI), relevant laws and regulations, and applicable guidelines. ICU also exercises appropriate supervision over these contractors to ensure that necessary and proper security measures are in place to prevent unauthorized access, alteration, leakage, or loss of personal information.

Additionally, data collected through the admissions process may be used for statistical analysis and research related to admissions. Such research may be conducted internally at ICU or outsourced to a trusted agency under strict confidentiality agreements.

Further information about ICU's policy on the protection of personal information can be found at:

<https://www.icu.ac.jp/en/policy/>

Declaration of Non-Discrimination

The University does not discriminate on the basis of race, color, gender, sexuality, or national origin in the administration of its educational policies, admission decisions, financial aid, employment, or any other University programs or activities.

Medical Attention

While medical certification is not required at the time of application, applicants with conditions that might require special consideration in order to be able to access classes and facilities at the university should notify the Admissions Center in writing.

Contacts

Admissions Center

International Christian University

3-10-2, Osawa, Mitaka-shi, Tokyo 181-8585, JAPAN

<In Japanese>

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国際基督教大学 アドミッションズ・センター

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Fax: 0422-33-3635 (from abroad, +81-422-33-3635)

Email: admissions-center@icu.ac.jp

Web: <https://www.icu.ac.jp/en/admissions/undergraduate/engdoc/>

Frequently Asked Questions (FAQs) can be found on the website linked below:

<https://www.icu.ac.jp/en/admissions/undergraduate/faq/>

PREFACE

Admissions Policy: What ICU Looks For

Founded on the principles of the Universal Declaration of Human Rights, International Christian University (ICU) aims to cultivate "responsible global citizens" who will contribute to world peace and to help people from diverse backgrounds live together harmoniously. ICU has been a trailblazer in liberal arts education in Japan since its founding in 1953, pursuing, as its name suggests, international, Christian, and academic missions. In order to realize this vision and meet the challenges in the global community, ICU seeks students from Japan and around the world who possess - and want to enhance - the following qualities

- 1. Intellectual curiosity and creativity transcending disciplinary boundaries**
- 2. Sound judgment and the ability to think logically and critically**
- 3. Global communication skills necessary for dialogue with people from diverse cultural backgrounds**
- 4. The initiative and motivation needed to identify, solve, and engage with real world problems**

In Admissions, we look for students who have studied broadly, whether in Japan or in other parts of the world and whether in the arts or in the sciences. We look for students who have the ability to integrate basic knowledge from various subjects so that their understanding forms the basis of taking action, and who also have the ability to communicate in foreign languages.

ICU's College of Liberal Arts offers a variety of admissions and assessment procedures in order to admit diverse students with the potential to change both themselves and the world.

WHO THIS ADMISSIONS GUIDE IS INTENDED FOR

For Applicants Who Already Have Sufficient English Language Proficiency and Wish to Study at ICU for One Year as Non-Degree-Seeking Students

In this admission route, hereafter referred to “ELBA (or English Language Based Admissions)”, the entire process is conducted in English. Therefore, having sufficient English language proficiency to take university-level courses in English is a prerequisite.

Below are the minimum requirements for demonstrating this proficiency.

■ Minimum Requirements:

IELTS	TOEFL iBT	
	Tests taken before January 20, 2026	Tests taken on or after January 21, 2026
6.5	79	4.5

Notes:

- ☑ For TOEFL iBT, only single test date scores are considered; MyBest™ scores are not accepted.
- ☑ Submission of these scores is required unless applicants meet the criteria for exemption.
See “[Exemption Criteria](#)” for details.
- ☑ The minimum score requirements are scheduled to be raised starting with the 2028 admissions cycle.
For details, please refer to <https://www.icu.ac.jp/en/admissions/undergraduate/images/27ELBA.pdf>.

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Attention

This admissions guide is intended for Non-Degree-Seeking Students.

If you are interested in other student categories, please refer to the following links:

→ [For Regular Students](#)

→ [For Transfer Students](#)

APPLICATION OVERVIEW

1. Eligibility Criteria for Non-Degree-Seeking Students

For One-Year-Regular (OYR) Students:

One-Year-Regular (OYR) Students are non-degree students who study at ICU for one academic year.

**Applicants currently enrolled at an ICU partner institution will apply as Exchange OYR through their home institution. This guide is intended for independent applicants from non-partner four-year institutions (Independent OYR).*

■ Applicants must meet both of the following criteria by the time of enrollment at ICU:

- (1) Have completed at least one academic year of higher education (university/college) outside of Japan; *and*
- (2) Have attended formal education outside of Japan during the previous two years.

Notes:

- ☑ Applicants who already hold or will obtain a bachelor's degree by the time of enrollment at ICU are not eligible for OYR and must apply as *Kenkyusei* (Special Students).
- ☑ Applicants currently enrolled at an ICU partner institution must consult their home institution's study abroad office regarding application procedures. A list of partner institutions is available here: <https://www.icu.ac.jp/en/academics/undergraduate/global/>

For Kenkyusei (Special Students):

Kenkyusei (Special Students) are non-degree students who pursue research in a specific field at ICU for one academic year. **Kenkyusei typically enrolls at ICU as preparation for pursuing a postgraduate program.*

■ Applicants must have

Completed a bachelor's degree, or 16 years or more of formal education, by the time of enrollment at ICU

Notes:

- ☑ Admission with *Kenkyusei* status may be granted only when education and research at ICU are not adversely affected as a result.
- ☑ *Kenkyusei* may attend classes, but coursework does not count toward a degree.
- ☑ ICU will provide transcripts of the completed coursework to other institutions upon the student's request.
- ☑ If a *Kenkyusei* wishes to become a Regular or Transfer Student, the *Kenkyusei* must submit an application and follow the same screening process as other Regular or Transfer Student applicants. If admitted, the period of enrollment as a *Kenkyusei* will not be applied towards ICU's residency requirement.
- ☑ *Kenkyusei is not allowed to live in the dormitory.* receive a school commuter pass, or have Student Discount Certificates for JR (*Gakuwari*).

For Non-Credit-Seeking Auditors (On a class-by-class basis)

If you wish to attend specific courses only, you may apply as a **Non-Credit-Seeking Auditor**. Applicants must have graduated from high school and been admitted to an accredited university or college by the time of application.

- ☑ Only those who are residing in Japan can apply to be a **Non-Credit-Seeking Auditor** at ICU.
- ☑ Admission with **Non-Credit-Seeking Auditor** status may be granted only when education and research at ICU are not adversely affected as a result.
- ☑ **Non-Credit-Seeking Auditors** are not eligible to obtain a student visa.
- ☑ ICU keeps no records of coursework, and a **Non-Credit-Seeking Auditor** cannot receive course credit.
- ☑ There are some courses you are not allowed to audit, such as laboratory classes and Japanese language courses.
- ☑ **Non-Credit-Seeking Auditors** are not allowed to live in the dormitory, receive school commuter passes, or have Student Discount Certificates for JR (*Gakuwari*).

⇒ Applicants interested in becoming Non-Credit-Seeking Auditors need to contact the [Educational Affairs Group](#).

2. Screening Process

- ☑ The screening process is conducted in accordance with ICU admissions policies and regulations, which are grounded in Japanese national educational requirements.
- ☑ All required application documents are used to ensure a fair and accurate assessment.
- ☑ Omissions of any of the required documents may adversely affect the admission decisions.
- ☑ Regardless of whether applying as an Independent OYR or *Kenkyusei* (Special Student), applications will be assessed solely through documentary screening in English.
**An online interview may be required if deemed necessary by ICU.*
- ☑ Admission decisions are made holistically, and all the components are equally important, from academic transcripts, application essays to letters of recommendation.

Process Overview (from Application to Results):



Attention

Those who do not hold Japanese nationality must have, or obtain, valid residence status in Japan to enroll in ICU. Even if you complete the required entrance procedures after receiving notification of acceptance from ICU, if you fail to obtain valid residence status in Japan, you will not be allowed to enroll in ICU. Even if ICU applies to the Immigration Services Agency of Japan for the Certificate of Eligibility (CoE) on your behalf, ICU assumes no responsibility for the results of the CoE application.

3. Application Schedule

- ☑ ICU's academic year begins in April and is divided into three terms: Spring, Autumn, and Winter.
- ☑ Students can enroll in ICU in April, at the beginning of the Spring Term, or in September, at the beginning of the Autumn Term.

⚠ Important Notes:

☑ Application Timing:

Applicants may apply for only one entry term: April or September. For September entry, applicants may apply to only one application period (First or Second). There is no advantage or disadvantage in applying for April or September entry, nor between the first and second application periods for September entry.

☑ No Deferral of Admissions:

Admission offers cannot be deferred to a later term or year. If admitted for April entry, the successful applicants may not defer enrollment to September or later, and vice versa. Applicants should select their intended entry term carefully without assuming the possibility of deferral.

☑ Reapplication Restriction:

Regardless of the admissions results, applicants must wait one year before reapplying. For example, applicants for September 2026 entry may not apply for April 2027 entry but may apply again for September 2027 entry.

■ Application Schedule for 2027 Entries:

April 2027 Entry

Japan Standard Time [JST] using the 24-hour time system

	Application Period		Notification of Decisions	Matriculation Fee Payment Deadline
	Start	Deadline		
April 2027	10:00 on Oct. 1, 2026	23:59 on Oct. 8, 2026	11:00 on Dec. 1, 2026	Feb. 1, 2027

Note:

- ☑ Spring Term Tuition and Facilities Fee must be paid together with the Matriculation Fee for April entry.

September 2027 Entry

Japan Standard Time [JST] using the 24-hour time system

	Application Period		Notification of Decisions	Matriculation Fee Payment Deadline
	Start	Deadline		
Sept. 2027 1 st Appl. Period	10:00 on Jan. 6, 2027	23:59 on Jan. 14, 2027	11:00 on Feb. 26, 2027	Jun. 1, 2027
Sept. 2027 2 nd Appl. Period	10:00 on Feb. 15, 2027	23:59 on Feb. 25, 2027	11:00 on Apr. 16, 2027	

Notes:

- ☑ Autumn Term Tuition and Facilities Fee must be paid by **August 10, 2027**.
- ☑ There is no advantage or disadvantage in applying in either the first or second application period.

APPLICATION DOCUMENTS

The following items are required to complete the application. Some documents may require time to be issued by the applicant's school or testing institution; applicants are advised to begin preparation well in advance.

ICU Online Application System (OAS)

For English Language Based Admissions (ELBA), applications are completed via the ICU Online Application System (OAS). Applicants must register their personal information, pay the application fee, and upload the required documents via OAS. Some documents (*i.e.*, *Letters of Recommendation*) must be uploaded directly by their university or college; therefore, applicants are required to register their recommenders in advance on OAS MyPage.

→ ICU Online Application System (OAS):
<https://www.eraku-p.jp/erp/icu-uads/>

1. Online Application Form (Data Entry to OAS)

☐	A) Basic Information
☐	B) Educational History
☐	C) Personal Statement
☐	D) Extracurricular Activities
☐	E) Special Recognition

2. Documents to Be Uploaded by the University or College

☐	F) Two Letters of Recommendation
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3. Documents to Be Uploaded by the Applicant

☐	G) Official Transcript
☐	H) Certificate of Enrollment (or Graduation)
☐	I) Proof of English Proficiency (IELTS or TOEFL)

⚠ Important Notes:

- ☑ **Language Requirement: All documents must be submitted in English.**
Documents originally issued in languages other than English (*e.g.*, *Japanese*) must be accompanied by an official English translation. **Certified translations must be prepared by a school official or an authorized organization (e.g., an embassy).*
- ☑ **Name Discrepancy:**
If the name on the application documents differs from the name registered in OAS, applicants must submit one of the following:
 - a letter of explanation issued by the applicant's university or college; or
 - a copy of the applicant's passport for identification.
- ☑ **Use of Generative AI (Strictly Prohibited):**
The use of generative AI in preparing any application documents is strictly prohibited.

1. Online Application Form (Data Entry to OAS)

- ☑ The following items A through E must be completed in the ICU Online Application System (OAS).
- ☑ After completing all required data entries, applicants must pay the application fee (credit card only) within the system and upload the required documents by the designated application period deadline.



Attention

Academic Integrity and Use of Generative AI

The use of generative AI in preparing any application documents is strictly prohibited. The Personal Statement and Short Essay must be the applicant's own original work and must not be plagiarized or generated by AI. Any falsification, fabrication, or plagiarism will result in denial or withdrawal of admission, or dismissal after enrollment.

→ [ICU's Perspective on the Use of Generative AI by Students](#)

A) Basic Information

Applicants are required to provide their personal information, including but not limited to desired student category, application type, applicant's name, date of birth, nationality(ies), status of residence in Japan, first language(s), academic history of Japanese language acquisition, contact address, phone number, etc.

B) Educational History

Applicants are required to list their educational history up to the most recent institution attended or from which the applicant has graduated. For each institution, applicants must provide the period of attendance, school location, language(s) of instruction, and the name of the diploma or certificate awarded or to be awarded.

**School names must be provided in English exactly as they appear on official transcripts.*

C) Personal Statement

Applicants are required to write a **400-500 word** personal statement on their motivation and purpose for studying at ICU.

State your motivation and purpose for studying at ICU in 400 to 500 words. Include the following points:

- (1) Study and career plans
- (2) Contributions you can make to realize ICU's ideals

D) Extracurricular Activities

Applicants can list extracurricular activities, community service, or internships undertaken during or after secondary education, including those completed while enrolled in a post-secondary institution.

For Kenkyusei (Special Students): Applicants who have been out of formal education for more than one year may include activities undertaken after leaving formal education (e.g., internships, employment, language study).

E) Special Recognition

Applicants may list honors, awards, or special recognitions obtained during or after secondary education, as well as those obtained during enrollment in a university/college. Up to three official certificates with the official seal or signature of the issuing institution may be uploaded. **Only documents bearing an official seal or signature of the issuing institution will be accepted.*

❖ FAQs: Supporting Documents for Special Recognition (for Applicants)

Q1. I have more than three awards. Can I submit more than three documents?

A. You may submit up to three documents only. Submissions exceeding this limit will not be reviewed.

Q2. How and when do I submit them?

A. After paying the application fee, you may upload the documents (.pdf) to "Other Documents" on your OAS MyPage.

2. Documents to Be Uploaded by the University or College

- ☑ Item F below must be uploaded directly by recommenders through the [Submission Portal](#).
- ☑ Applicants are responsible for registering their recommenders in [OAS](#) and requesting document submission. **Detailed instructions on how to use the portal can be found on the relevant pages linked below.*
 - [How Applicants Request Recommenders to Upload Documents](#) (p.17)
 - [Instructions for Recommenders: Uploading Requested Documents](#) (p.18)
 - [Alternative Submission Procedures \(If Portal Submission is Not Possible\)](#) (p.19)

F) Two Letters of Recommendation

Applicants must submit two letters of recommendation from faculty members at their university or college.

■ Submission of the Information Sheet (Coversheet for a Letter of Recommendation)

A completed Information Sheet (*Coversheet for a Letter of Recommendation*) in the [ICU-designated format](#) must be submitted together with the letter of recommendation when:

- ☑ the letter is submitted by postal mail;
- ☑ the letter is submitted by email attachment; or
- ☑ the letter is uploaded by a third party on behalf of the recommender.

FAQs: Letter of Recommendation (for Recommenders)

Q1. How long should the letter of recommendation be?

A. Approximately 1,000 words or less.

Q2. What should the letter focus on?

A. The recommender's relationship with the applicant, the applicant's character and abilities, and—if possible—their potential success at and contributions to the ICU community.

Q3. Is there a required format?

A. **No.** However, the letter must include the recommender's name and title, be signed, and use of official letterhead is preferred.

Q4. Can someone other than the recommender complete the Information Sheet?

A. **Yes.** In cases where a third party uploads the letter, the Information Sheet may be completed by an authorized third party based on information directly obtained from the recommender. However, under no circumstances may the applicant complete the Information Sheet on behalf of the recommender, even if the recommender has given permission.

Q5. Can the Information Sheet be submitted on its own?

A. **No.** It must always be submitted together with the letter of recommendation.

Q6. Are letters of recommendation confidential?

A. **Yes.** Applicants have waived the right to review confidential letters, and ICU strictly maintains confidentiality of all submitted materials.

Q7. What should I do if I have technical difficulties using the Submission Portal?

A. If the portal cannot be used, ICU may accept documents by postal mail or email attachment, subject to conditions below:

- ☑ **Postal mail:** Send sealed, signed/stamped confidential documents to ICU Admissions Center.
- ☑ **Email:** Send from an official school domain email address to admissions-center@icu.ac.jp.

For any submission made outside the portal, the completed Information Sheet (*Coversheet for a Letter of Recommendation*) must be attached to the letter of recommendation.

Further details can be found on the *Alternative Submission Procedures (If Portal Submission is Not Possible)* (p.30)

**Documents arriving after the deadline are not accepted. Email or postal submission is allowed before the application period opens.*

Can I upload the letters of recommendation myself on behalf of recommenders?

No. The letters of recommendation may contain confidential information that is not disclosed to the applicant. All applicants are required to understand this and formally waive the right to review its contents and must therefore request their recommenders to submit the letters of recommendation on their behalf.

**Letters of recommendation uploaded by applicants themselves will not be accepted, regardless of the circumstances.*

3. Documents to Be Uploaded by the Applicant

- ☑ Items G through I must be uploaded by the applicant to the Online Application System (OAS).
- ☑ Uploading will become available once the applicant has completed the application registration process, including data entry and payment of the application fee.
- ☑ **For IELTS and TOEFL Score Reporting:** Simply uploading scores to OAS is not sufficient.
Applicants must arrange for the official score report to be sent via the specified methods.

G) Official Transcript

Applicants are required to submit official transcript(s) of their post-secondary education.

The transcript(s) must be the most recent version available at the time of application.

**Student copies or documents without a school stamp or signature are not accepted, as their official authenticity cannot be verified.*

✧ FAQs: Official Transcript (for Applicants)

Q1. What should I submit if I have not completed one full academic year of my university or college study? (Only for OYR applicants)

- A. If you have not completed at least one full academic year of post-secondary study at the time of application, you must submit official transcript(s) (and final examination results, if applicable) from your secondary education, in addition to your university or college transcript.

Please note the following requirements:

- ☑ Your secondary school transcript(s) must be the final version and clearly indicate your date of graduation.
- ☑ The transcript(s) must cover at least three academic years, including your final (senior) year.
**If you attended multiple schools during this period, you are required to submit transcripts from all institutions.*
- ☑ Each transcript must be accompanied by an official document outlining the school's grading system.
**If this information is included in the transcript, no additional document is required.*

Q2. I attended more than one university or college. What transcripts do I need to submit?

- A. You must submit an official transcript from each post-secondary institution you attended.

Q3. What should I do if my transcript does not include information about the grading system?

- A. If your university or college transcript does not explain the grading system used, you must submit an additional official document issued by the institution that clearly describes the grading system.

Q4. Can my official transcripts be sent directly from my institution using a digital transcript service such as Parchment?

- A. **Yes.** You may arrange for your official transcripts to be sent directly from your current or former institution to ICU Admissions Center. Such digital transcripts are accepted as official and verified documents, provided that they are sent through a recognized service (e.g., *Parchment*) or by an authorized institutional representative.

Accepted methods include:

- ☑ Digital transcripts sent via a recognized electronic transcript service directly to admissions-center@icu.ac.jp
- ☑ Electronic files attached to an email sent directly by an authorized staff member of your institution from an official institutional domain email address to the address above

Transcripts received through these methods are treated as official documents and may replace your upload to OAS MyPage. If you choose this option, you must notify the ICU Admissions Center in advance through the Online Inquiry Form on your OAS MyPage, indicating that you have arranged for direct submission by your institution.

After You're Admitted: Submitting Your Official Documents

Admitted applicants will be required to submit the original or certified true copies of their self-uploaded documents.

Acceptable submission methods are as follows:

- ☑ **Electronic Submission:**
 - Sent directly to admissions-center@icu.ac.jp
 - From an authorized staff member of your university or college using an official domain email address, or
 - Via a secure transcript service such as Parchment
- ☑ **Physical Paper Submission:**
 - Sent by courier service or registered mail to ICU Admissions Center.

→ Refer to [3. Required Documents to Be Submitted to ICU Admissions Center](#) (p. 21) for details.

**Printed digital copies submitted by the applicant will not be accepted as certified true copies, even if the originals were officially issued in digital form by the issuing institution.*

H) Certificate of Enrollment (or Graduation)

[To Be Submitted Using ICU-Designated Form ([click here](#))]

The **Certificate of Enrollment (or Graduation)** is required to verify application eligibility as an OYR or *Kenkyusei*.

For *Kenkyusei* (Special Students):

Applicants who have a diploma, final official transcript, or other credentials that verify the graduation date may substitute for this.

FAQs: Certificate of Enrollment (or Graduation) (for Applicants)

Q1. Is the ICU-designated Certificate of Enrollment (or Graduation) form always required?

- A. In principle, applicants are required to submit the Certificate of Enrollment using the ICU-designated form completed by the registrar (or equivalent office). However, submission of an official transcript or other official documents may be accepted in lieu of the Certificate of Enrollment if they sufficiently verify all of the required information such as degree level, enrollment status (degree-seeking), and period of enrollment (excluding periods of leave of absence).

Q2. Can my certificate be sent directly from my institution as an email attachment?

- A. **Yes.** You may arrange for your Certificate of Enrollment to be sent directly from your current or former institution to ICU Admissions Center. Such digital copies are accepted as official and verified documents, provided that they are sent through a recognized service (e.g., *Parchment*) or by an authorized institutional representative.

Accepted methods include:

- ☒ Digital copies sent via a recognized electronic file service directly to admissions-center@icu.ac.jp
- ☒ Electronic files attached to an email sent directly by an authorized staff member of your institution from an official institutional domain email address to the address above

Digital files received through these methods are treated as official documents and may replace your upload to OAS MyPage. If you choose this option, you must notify the ICU Admissions Center in advance through the Online Inquiry Form on your OAS MyPage, indicating that you have arranged for direct submission by your institution.

After You're Admitted: Submitting Your Official Documents

Admitted applicants will be required to submit the original or certified true copies of their self-uploaded documents. Acceptable submission methods are as follows:

☒ **Electronic Submission:**

- Sent directly to admissions-center@icu.ac.jp
- From an authorized staff member of your university or college using an official domain email address, or
- Via a secure transcript service such as *Parchment*

☒ **Physical Paper Submission:**

- Sent by courier service or registered mail to ICU Admissions Center.

→ Refer to [3. Required Documents to Be Submitted to ICU Admissions Center](#) (p. 21) for details.

**Printed digital copies submitted by the applicant will not be accepted as certified true copies, even if the originals were officially issued in digital form by the issuing institution.*

I) Proof of English Proficiency (IELTS or TOEFL)

Applicants must submit either IELTS or TOEFL official scores, which satisfy the following score requirements, in accordance with the specified methods:

■ Minimum Requirements*:

IELTS	TOEFL iBT	
	Tests taken before January 20, 2026	Tests taken on or after January 21, 2026
6.5	79	4.5

**The minimum score requirements are scheduled to be raised starting with the 2028 admissions cycle.*

For details, please refer to the web link at <https://www.icu.ac.jp/en/admissions/undergraduate/images/27ELBA.pdf>.

■ Validity of Scores:

Taken no more than two years before the first day of the month following the last days of the application period:

For April 2027 Entry:		November 1, 2024 or later
For September 2027 Entry:	1 st application period	February 1, 2025 or later
	2 nd application period	March 1, 2025 or later

■ Exemption Criteria:

Submission of IELTS or TOEFL scores is required unless applicants meet the exemption criteria described below:

For OYR Applicants:

- (1) Applicants who have spent the **last six continuous school years** at institutions in which **English is the language of instruction** (in all classes except for foreign and national language classes)* or
- (2) Applicants who have an IB Diploma and took **IB English A** ("Literature" or "Language and Literature").

For Kenkyusei (Special Students) Applicants:

Applicants who have completed an **entire bachelor's degree program in English**.

**For the criteria (1): No additional documents are required at the time of application. ICU will determine whether the applicant meets the exemption criteria based on the registered information and submitted application materials. If ICU cannot confirm whether the applicant meets the exemption criteria or not, they may be asked to provide additional information or documentation.*

■ Submission Method:

When arranging the submission of official scores, applicants must read the instructions described below carefully and allow sufficient time. Official score reporting from each testing institution may take several weeks.

If ICU Admissions Center is unable to verify the official scores by the application deadline, the application will be considered incomplete and cannot be accepted.

Notes:

- Test registration and official score reporting are generally separate procedures.
- Official score reports may be sent before the application period opens as early submissions will be accepted.
- ICU does not assume responsibility for any issues related to score reporting arrangements (e.g., *misdelivery or delays*); nor does it respond to individual inquiries regarding the receipt status of scores.
- For score reporting or delivery procedures and any test-related inquiries, applicants must contact the respective testing organization directly.

IELTS

- ☑ IELTS must be the Academic Module. Any test format is acceptable, provided that it is the Academic Module, including paper-based, computer-delivered, or online tests.
- ☑ IELTS One Skill Retake is not accepted.

Please submit all items 1–3 using the methods specified below.

Required Documents	Submission Method
1. Test Report Form	Upload items 1 and 2 as PDF files to OAS MyPage (Available for upload after application registration process is completed)
2. Proof indicating the date on which the electronic score delivery request was completed (e.g., confirmation email or a screenshot of your IELTS account page showing order completion)	
3. (Electronic Delivery) Test Report Form	Arrange for the testing organization to send the Test Report Form directly to the ICU Admissions Center via electronic score delivery. (Postal mail is not required.)

***When arranging the electronic delivery of the IELTS Test Report Form, use the following information:**

- ☒ Institution: International Christian University
 - ☒ Department: Admissions Center
 - ☒ Address: 3-10-2 Osawa, Mitaka-shi, Tokyo 181-8585, Japan
 - ☒ Delivery Method: Electronic Score Delivery
- *Although the address is generally not required for electronic delivery, enter it only if required by the testing organization.*
**Depending on the test center, the delivery method may need to be entered in a "Remarks" or equivalent field.*

TOEFL iBT

- ☒ TOEFL MyBest™ scores are not accepted. Only scores from a single test date are accepted.
- ☒ TOEFL iBT Home Edition is acceptable, but TOEFL ITP (Institutional Testing Program) is not.

Please submit all items 1–3 using the methods specified below.

Required Documents	Submission Method
1. Test Taker Score Report (A PDF downloaded from your ETS account is acceptable)	Upload items 1 and 2 as PDF files to OAS MyPage (Available for upload after application registration process is completed)
2. Proof indicating the date on which the electronic score delivery request was completed (e.g., confirmation email or a screenshot of your ETS account page showing order completion)	
3. (Direct Submission) Official Score Report	Arrange for ETS to send the Official Score Report directly to the ICU Admissions Center via electronic score delivery using DI Code: 0860 .

Exception: Use of Duolingo English Test (DET) Due To Extreme Circumstances

As proof of English language proficiency instead of IELTS or TOEFL, the Duolingo English Test (DET) may be accepted only as an exceptional measure for applicants whom ICU deems to have extreme difficulties in taking IELTS or TOEFL—such as those in refugee camps or war-torn areas—and only upon a formal request with supporting documentation.

If this applies to you, you must contact ICU Admissions Center via email before the application period starts. You need permission to use your DET score as proof of English Proficiency in place of IELTS or TOEFL.

- ☒ Prior approval is required.
- ☒ The minimum required DET score is 110.

❖ FAQs: Use of Duolingo English Test (DET) (for Applicants)

Q1. Can I use Duolingo English Test (DET) scores instead of IELTS or TOEFL?

- A. DET scores may be accepted only under very limited and exceptional circumstances, as determined by ICU. Approval is not granted as a general alternative to IELTS or TOEFL.

Q2. Are financial reasons sufficient to request permission to use DET?

- A. No. Financial reasons alone, such as lower test fees, are not considered valid grounds for approval.

Q3. What if there is no IELTS or TOEFL test center in my region?

- A. In such cases, you are expected to first consider alternative official options, such as IELTS Online or TOEFL iBT Home Edition, before requesting permission to use DET scores.

HOW TO APPLY

step
1

Preparation

System Requirements

[Operating Environment and Recommended Browser]

Windows		Firefox / Chrome / Edge
mac OS		Firefox / Chrome / Safari
Latest versions of iOS		Firefox / Chrome / Safari
Latest versions of Android		Firefox / Chrome

***If you are unable to browse or print a PDF file, save the file in your device, and use Adobe Acrobat Reader.**

[PDF Viewing and Printing Environment]

Adobe Acrobat Reader

***PDF viewers other than Adobe Acrobat Reader are not recommended.**

Email Address

- ☒ A valid email address is required for user registration. Register an email address that is not likely to be changed or deleted until you enter ICU and that you easily check on a daily basis.
- ☒ Authentication emails from the system and other notifications from ICU will be sent to this address. Check your email settings so that you can receive emails from the “@eraku-p.jp” domain. Make sure you do not miss any important announcements.

Application Documents

Start arranging documents well in advance.

step
2

Create Your Account (MyPage)

Click on the link below and follow the instructions there to create your account.

→ ICU Online Application System (OAS): <https://www.eraku-p.jp/erp/icu-uads/>

step
3

Complete the Online Application Form

Fill out the required information in OAS once the application period starts.

→ [Online Application Form \(data entry to OAS\) \(p. 8\)](#)

step
4

Upload your portrait photo

Upload your portrait photo to OAS. Below are the requirements:

- ☒ Must be taken within three months before you submit the application.
- ☒ Must show only you (no group photo is acceptable) in a passport-quality.
- ☒ Front view above chest level with a plain background
- ☒ File size of the photograph should be 20MB or less.
- ☒ Should be approximately 22 million pixels or less.
(Vertical pixels x Horizontal pixels = Number of pixels in a photo)
- ☒ The file formats that can be registered are JPEG (.jpg and .jpeg) or PNG (.png).
- ☒ The height:width ratio should be 4:3.
- ☒ Images that have not been manipulated (eyes, nose, facial contours, etc.)



step
5

Pay the Application Fee

Application fee varies by student category: 30,000 yen for OYR and 22,000 yen for Kenkyusei.

In either case, an 880 yen System Operation Fee will be charged in addition to the application fee.

Both the application fee and system operation charge are non-refundable.

- ☒ VISA, MasterCard, JCB, AMEX, and Diners cards are acceptable.
- ☒ The name on the card does not have to be that of the applicant.
- ☒ Upon the payment completion, you will receive a notification email through the system.

Submit All Required Documents

Documents to Be Uploaded by the University or College

For Applicant: Register your recommenders via the Online Application System (OAS) and send them a request for uploading the required documents ([See item F](#)).

→ [How Applicants Request Recommenders to Upload Documents](#) (p.17)

For Recommenders: Please upload the required documents to the [Submission Portal](#).

To utilize the system, you must first create an account and inform the applicant of your account information (login ID and email address). Then, the applicant sends you an upload request through OAS.

For more detailed instructions, please refer to the link below.

→ [Instructions for Recommenders: Uploading Requested Documents](#) (p.18)

If Recommenders Have Technical Difficulties Using the Submission Portal:

If the portal cannot be used, please refer to the link below:

→ [Alternative Submission Procedures \(If Portal Submission is Not Possible\)](#) (p.19)

Documents to Be Uploaded by the Applicant

For Applicant: Once you have completed the data entry and application fee payment, go back to MyPage, where you can upload the required documents ([See item G through I](#)). For IELTS/TOEFL score reporting, simply uploading scores to OAS is not sufficient. An official score report must also be submitted as instructed.



Attention During the designated Application Period, applications can be submitted 24 hours a day.

**As all dates and times are given in Japan Standard Time (JST).*

**Applicants residing outside Japan should pay careful attention to the time difference.*

All required procedures (Steps 1-6) must be completed by the designated deadline.

**Applications that are incomplete by the deadline will not be considered, even if the application fee has been paid.*



Preliminary Review of Submitted Documents

After the application period has ended, ICU will carefully review all submitted documents.

Please note that ICU is unable to respond to individual inquiries regarding confirmation of receipt of documents.

- ☑ **Reference to Detailed Procedures:** Detailed information regarding this preliminary review process, including notifications and post-submission procedures, is provided on the following page (See page 27). Applicants must carefully review that section and follow the instructions accordingly.
- ☑ **Request for Clarification:** ICU will contact the applicant or the school directly only if clarification is required during the preliminary review process.
- ☑ **Invalidation Due to Misconduct:** If any misrepresentation, falsification, or other form of misconduct is identified in the application materials — including, but not limited to, discrepancies in provided information or submission of photographs that do not meet the prescribed specifications (*e.g., digitally altered images*) — the applicant's eligibility for further screening process and/or enrollment at ICU will be revoked.



Notification of Application Number

An application number will be issued after all required application documents have been formally accepted.

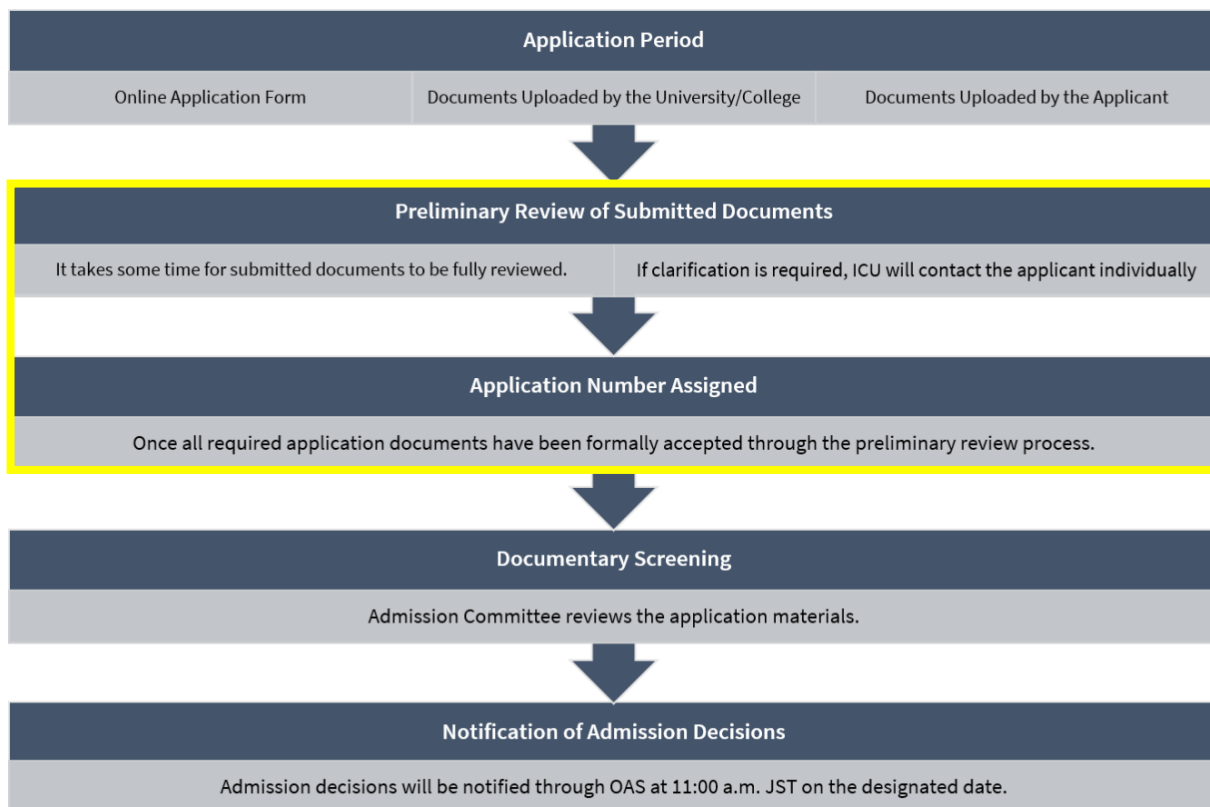
- ☑ **Reference to Detailed Information:** Details regarding the issuance timing, confirmation method, and use of the application number are provided on the following page (See page 27).
- ☑ **Confirmation and Retention of Application Number:** Applicants must confirm their application number on the OAS MyPage upon receiving notification and retain it securely for all subsequent procedures.
- ☑ **Non-Issuance of Application Number:** Applicants whose applications are not accepted due to insufficient qualifications or document deficiencies will not be issued an application number.

1. After Submission of All Required Application Materials

Applicants should review the following points regarding post-submission procedures and notifications:

- ☑ **Preliminary Review of the Submitted Document Review After Application Period Ends:**
 After the application period has ended, ICU will review all submitted documents on a rolling basis (not immediately after each applicant completes submission).
ICU does not respond to individual inquiries regarding confirmation of receipt.
- ☑ **Application Status on OAS MyPage:**
 Preliminary review process and subsequent status updates on OAS MyPage may take time.
 Applicants must wait for notifications via OAS and refrain from making individual status inquiries.
- ☑ **Communications via OAS MyPage (Mainly through Online Inquiry Form):**
 If clarification is required during the preliminary review process, ICU will contact the applicant or their school individually with further instructions, which may include requests for additional documents or information.
 In most cases, such communications will be conducted via Online Inquiry Form on OAS or Submission Portal.
**Applicants must regularly check OAS MyPage, including messages sent via the Online Inquiry Form.
 If necessary, the University may correct or update application data in OAS on the applicant's behalf.*
- ☑ **Formal Confirmation of Document Acceptance:**
 Once all required documents have been reviewed and no deficiencies remain, the document status on OAS MyPage will be updated to "Received and Confirmed."
- ☑ **Issuance of Application Number:**
 An application number will be issued only after all required application documents have been formally accepted.
 It is usually assigned a few weeks after the application period ends and must be confirmed on OAS MyPage.
 The application number is required for subsequent procedures and must be securely retained.
**Applicants whose applications are not accepted due to insufficient qualifications or unresolved document deficiencies will not receive an application number.*
- ☑ **Changes to Contact Information and Inquiries**
 Any changes to contact information and all inquiries regarding the application must be communicated promptly via Online Inquiry Form.

✧ Process Overview (for Applicants)



2. How Applicants Request Recommenders to Upload Documents

For Applicants:

- ☑ As specified on page 8, letters of recommendation must be submitted directly by your recommenders.
- ☑ Applicants must follow the step-by-step instructions below and ensure that their recommenders upload the required documents to the Submission Portal by the designated deadline (see page 6).
- ☑ Documents may be uploaded in advance (even before the application period starts) but must be received by the designated deadline. Late submissions will not be accepted for any reason.

■ Process Overview (for Applicants):

Step 1. Create Your Account (OAS MyPage)

Applicant

- (1) Access the Online Application System (OAS) at <https://www.eraku-p.jp/erp/icu-uads/>
 - (2) Create your account (OAS MyPage).
- *Keep your Login ID for records, as it will be used throughout the application process.*

Step 2. Ask Your Recommender to Create an Account

Applicant

Recommender

Applicant

- (1) Ask each recommender to create an account on the Submission Portal at <https://www.eraku-p.jp/erp/icu-uads/Lor/Index>
- (2) After creating an account, the recommender will inform you of:
 - ☑ their Login ID; and
 - ☑ their registered email address
- (3) Receive the recommender's Login ID and registered email address.

Step 3. Request Your Recommender to Upload Files

Applicant

Recommender

- (1) Access OAS MyPage and register the recommender's Login ID and email address in one of the following applicable slots:
 - ☑ Recommender 1
 - ☑ Recommender 2

**You may leave the Counselor section blank (unused) unless documents from your high school counselor are required.*
- (2) Select the name of documents that you wish the recommender to upload, then click "Send Request."
- (3) Upon receiving the request, the recommender will:
 - ☑ access the Submission Portal; and
 - ☑ upload the requested documents.

Step 4. Check Document Submission Status

For each Counselor/Recommender slot on MyPage, the status will be displayed as follows:

Incomplete	☑ After a request is sent but before any document is uploaded.
Uploaded	☑ Displayed once the recommender uploads at least one file.
Received and Confirmed	☑ Displayed after the application period ends and ICU has confirmed that there are no missing items and no additional matters requiring further clarification regarding the documents uploaded under the applicable slot.

**It takes time for the status to be updated to "Received and Confirmed" for each slot.*

3. Instructions for Recommenders: Uploading Requested Documents

For Recommenders:

- ☑ To use the Submission Portal, recommenders must create an account in advance and inform the applicant of their login details (Login ID and registered email address)
- ☑ After receiving an upload request from the applicant via the Online Application System (OAS), recommenders are able to upload the requested document(s) to the Submission Portal.
- ☑ Recommenders must follow the instructions described below and ensure that all required documents are submitted by the designated deadline (see page 6).
- ☑ Documents may be uploaded in advance (even before the application period starts) but must be received by the designated deadline. Late submissions will not be accepted for any reason.

Detailed requirements regarding the requested document can be found on page 9 of this guide.

→ [Documents To Be Uploaded by the University or College \(p.9\)](#)



Attention Use of an Official School Domain Email Address

Recommenders must register their official school domain email address for the Submission Portal. If a personal email address such as Gmail, Yahoo, or similar is used, ICU will request verification by their affiliated institution.

■ Process Overview (for Recommenders):

Step 1. Create an Account on Submission Portal

Recommender

- (1) Access the Submission Portal using the link below and create an account:
<https://www.eraku-p.jp/erp/icu-uads/Lor/>
- (2) Inform the applicant of your Login ID and registered email address.
**If you receive requests from multiple applicants, please provide the same account information to each applicant.*



Applicant

The applicant will register your Login ID and email address on OAS and send a document upload request.

- (3) Upon receiving “Document Upload Request” notification, access the Submission Portal to view the request.

Step 2. Input the Required Information

Recommender

- (1) Select the applicant in the list for whom you will upload the requested documents.
- (2) Click the “Input” button and enter the required information in support of the applicant.
- (3) Save the information and return to MyPage, then click the “Upload” button for the applicant.

Step 3. Upload the Requested Documents

Recommender

- (1) Select the appropriate document type and choose the file to upload.
- (2) Enter any required special remarks (if applicable), and then click the “Upload” button
- (3) Repeat the above (1) to (2) process until all requested documents have been uploaded.
- (4) Once all required documents have been uploaded, click the “Submit” button to complete the submission.

⚠ Additional Confirmation (if applicable):

- ☑ Upon submission of the required documents, ICU will review them carefully. If clarification is required regarding the submitted documents, you may be contacted separately with instructions for additional actions, including further document uploads if necessary.
- ☑ To ensure smooth communication, please continue to check notification messages from the Submission Portal on a regular basis.

4. Alternative Submission Procedures (If Portal Submission is Not Possible)

If Recommenders are unable to use the Submission Portal due to technical difficulties...

If technical issues prevent portal submission, documents may be accepted via email attachment using an official school domain email address, or by postal mail. The following conditions apply:

☑ **Letters of recommendation submitted outside the Portal:**

Must be accompanied by a completed Information Sheet (Coversheet for a Letter of Recommendation) ([ICU-designated form](#)).

☑ **Email submission (only from an official school domain email address):**

Documents must be sent to admissions-center@icu.ac.jp from an official school domain email account. If a personal email account is used, ICU will request identity confirmation from the sender's institution.

☑ **Postal submission:**

Confidential documents (*e.g., letters of recommendation*) must be placed in a sealed envelope signed or stamped across the flap by a school official and sent to the address below.

<In English>

Admissions Center, International Christian University
3-10-2 Osawa, Mitaka-shi
Tokyo 181-8585, JAPAN
Tel: +81-422-33-3700

<In Japanese>

〒181-8585
東京都三鷹市大沢 3-10-2
国際基督教大学アドミッションズ・センター
Tel: 0422-33-3700

Timing and Deadline Requirements for Document Submission

☑ **Submission Before the Application Period Opens:**

Documents may be submitted by email or by postal mail before the application period opens, if necessary. However, such submissions will be held and processed only after the applicant's online application is officially registered.

**For academic records (e.g., official transcripts or term reports):*

If a more recent or final version becomes available after submission, please be sure to resubmit the updated document.

☑ **Documents Arriving After the Application Deadline:**

Documents arriving after the application deadline will not be accepted, regardless of the submission method or date sent.

NOTIFICATION OF DECISIONS

Admission decisions will be notified through the Online Application System (OAS) at 11:00 a.m. JST on the designated date (see [Application Schedule](#) on page 6).

ICU will not respond to any inquiries about the admission decisions by phone or other means.

***An additional online interview may be required at the discretion of the University:
Details, including an invitation to Zoom meeting, will be provided at the time of notification.**

WHEN YOU ARE ADMITTED

Click "Download important documents from here" on MyPage and download the items listed below:

Once admitted, successful applicants must confirm their official documents immediately by clicking on the "Download important documents from here" button on their OAS MyPage.

**It is strongly advised to save copies of all documents, as they will become inaccessible after the entrance procedure deadline.*

- ☒ Notification of Acceptance
- ☒ Important Notice of Entrance Procedures

***Important Note: Admissions cannot be deferred to a later term or year.**

1. Entrance Procedures

Admitted applicants must complete entrance procedures, including payment of academic fees, by the deadline below. Detailed instructions will be provided in the online entrance procedure system (ICU Gateway).

For April 2027 entry	February 1, 2027
For September 2027 entry	June 1, 2027

**Failure to complete the entrance procedures, including submission and payment, by the deadline will be regarded as declining the offer of admission. For detailed instructions, please refer to the online entrance procedure system (ICU Gateway).*

For applicants who do not hold Japanese nationality...

→ You must obtain a valid status of residence in Japan so as to enroll in ICU. Since the required visa application deadline comes earlier than the above entrance procedure deadline, check "[Procedures Necessary for Entering Japan](#)" (pp.21-22) and understand the required steps beforehand.

2. Academic Fees Payment

Admitted applicants must follow the instructions provided in the online entrance procedure system (ICU Gateway) and complete payment of the required academic fees by the designated deadline below:

Matriculation fee	¥150,000
Tuition (for the first term)	¥401,000
Facilities fee (for the first term)	¥118,000
Total:	¥669,000

■ Payment Deadlines:

	Matriculation Fee	Tuition & Facilities Fee
For April 2027 entry	February 1, 2027	
For September 2027 entry	June 1, 2027	August 10, 2027

⚠ IMPORTANT NOTES:

- ☒ The matriculation fee is required to secure admission and is non-refundable.
- ☒ Annual payment of tuition and facilities fees is not permitted.
- ☒ Tuition and facilities fees paid in the entrance procedures will be applied to the first term only.
- ☒ Fees for subsequent terms are due at the beginning of each term.
- ☒ For estimated annual expenses, refer to the "Expenses" section on page 23.

3. Required Documents to Be Submitted to ICU Admissions Center

- ☑ The documents described below must be submitted to ICU Admissions Center by the specified deadlines as part of the post-admissions procedures.
- ☑ Failure to submit the required documents by the deadlines will result in cancellation of admission offer, regardless of the completion of other entrance procedures, including payment of academic fees.

Original or Certified True Copies of the Self-Uploaded Documents

Who this applies to:

Applicants who, during the application process, uploaded any of the following to OAS on behalf of their school:

- ☐ G) Official Transcript
- ☐ H) Certificate of Enrollment (or Graduation)

These applicants are required to submit the original or certified true copies of those documents.

Submission Method:

Submit using one of the following methods, depending on the document format:

- ☑ **Paper originals:** Send by courier service or registered mail.
- ☑ **Digital originals:** The issuing institution must email them directly to admissions-center@icu.ac.jp

Deadline:

By the entrance procedure deadline for the intended entry term

For April 2027 entry	February 1, 2027
For September 2027 entry	June 1, 2027

Notes:

- If the school (university or college) has already sent the required documents directly to ICU Admissions Center during the application process, resubmission is not required.
- Digital submissions are accepted only when sent directly from an official institutional domain email address.
- Submissions from personal email accounts (e.g., Gmail, Yahoo) will not be accepted.
- Printed copies of digital documents submitted by applicants themselves will not be accepted as certified true copies, even if the original documents were officially issued in digital form.



Attention

Admission will be cancelled under any of the following circumstances:

(regardless of the completion of other entrance procedures, including payment of academic fees)

- ☑ Required documents are not received by ICU Admissions Center by the prescribed deadline.
- ☑ The original or certified true copies differ from the versions uploaded to OAS.

4. Procedures Necessary for Entering Japan

Admitted applicants who hold a foreign nationality and are currently residing outside of Japan must follow the required visa application procedures to obtain a “Student” visa for entering Japan.



Attention

For Foreign Nationals Residing Outside of Japan:

- ☑ You must have or obtain valid status of residence in Japan to enroll in ICU.
- ☑ Even if you complete the required entrance procedures after receiving the “Notification of Acceptance” from ICU, if you fail to obtain valid status of residence in Japan, you will not be allowed to enroll in ICU.
- ☑ Even if ICU applies to the Immigration Services Agency of Japan for the Certificate of Eligibility (CoE) on your behalf, ICU assumes no responsibility for the results of the CoE application.

Student Visa

Prospective non-Japanese students are required to have a “Student (Ryūgaku)” visa.

- ☑ Detailed instructions on how to promptly obtain a “Student” visa will be provided to admitted applicants directly by email from the *Support Gyoseishoshi Corporation ICU Team*, which is commissioned by the University, after the admission results are notified.
- ☑ As an essential part of the procedures to obtain a “Student” visa, the *Support Gyoseishoshi Corporation*, on behalf of students, initiates the visa application by applying to the Japanese government for the official document, “**Certificate of Eligibility (CoE) for Status of Residence (Zairyū Shikaku Nintei Shōmeisho)**.”

**It takes a significant amount of time (one to three months depending on the circumstances, according to the recent immigration reports) for the CoE to be issued by the immigration bureau.*

- ☑ Once the CoE is issued and sent electronically to the *Support Gyoseishoshi Corporation*, it will be forwarded to the admitted applicants. Applicants should then apply for a “Student” visa at the nearest Japanese Embassy or Consulate by presenting the CoE. The “Student” visa is usually issued a few days after the application.
- ☑ Deadlines for the CoE application will be communicated in the instructions provided by the *Support Gyoseishoshi Corporation ICU Team*. The timelines below are for general reference only.

For April 2027 entry	Early December 2026
For September 2027 entry	Early May 2027

**Deadlines for such CoE applications are set separately from, and much earlier than, other entrance procedures.*

- ☑ These deadlines fall shortly after the notification of admissions decisions. As some required documents may take several weeks to obtain, applicants are strongly advised to prepare the following documents well in advance.

Passport

Prospective students from abroad should obtain the information necessary for applying for a passport from the appropriate government office in their home country. Passports are issued for a designated period of time, which varies by country, and each passport has a specific expiration date.

**Passports must remain valid at all times during residence in Japan.*

Applicants are required to possess a valid passport by the time of application to ICU.

Reference Documents for Financial Resources

- ☑ When applying for a “Student” visa, applicants must provide the Japanese Government with proof of sufficient financial resources to cover all expected living expenses (*excluding Tuition or Facilities fee*) during study at ICU.

**Applicants are required to provide ICU with concrete proof of available financial resources. This is a particularly important factor in the Ministry of Justice’s examination of financial capacity for the issuance of a Certificate of Eligibility (CoE).*

- ☑ The specific required minimum amount will be announced at the time of the admission result notification. As a general reference, applicants should be able to demonstrate funds exceeding 1,560,000 JPY (130,000 JPY × 12 months). **The information provided on page 23 will also help applicants estimate annual costs.*

- ☑ Financial supporting documents must be provided in one of the following forms:

a. Bank Certificate Deposit Balance An official certificate issued by a bank (e.g., a PDF downloaded from online banking). The certificate must clearly include: – the bank’s official letterhead (bank name, logo, and address or contact information), – the account holder’s name (applicant or financial sponsor), – the account balance demonstrating sufficient funds, – the currency type (e.g., JPY, USD) – the date of issue (must be issued within three months prior to submission). <i>*Bank stamps or handwritten signatures are not required.</i>
b. Official Scholarship or Grant Document If you are receiving funding from a government or organization, submit an official document issued by that organization. The document must clearly state: – the funding period – the scholarship or grant amount (in JPY or USD).

**NOTE: Documents that Cannot Be Accepted (Examples)*

- Screenshots of online banking pages or mobile app displays
- Data files without an official bank letterhead (logo and contact information)
- ATM receipts
- Tax certificates
- Income tax payment certificates
- Proof of income documents

EXPENSES

The following information is provided as a general reference to help applicants estimate the cost of studying at ICU for one academic year. Actual expenses will vary depending on individual circumstances.

A) Academic Fees AY2027-2028

Academic Fees must be paid in Japanese Yen.

Matriculation fee (first year only)	¥150,000
Tuition (¥401,000 per term)	¥1,203,000
Facilities Fee (¥118,000 per term)	¥354,000
Annual Total:	¥1,707,000

B) Estimated Living Cost

Living expenses vary significantly depending on housing type and lifestyle.

On-Campus Housing (Total cost for the first year excl. summer recess)	approx. ¥318,000 - ¥688,500 for ten months (Fees vary depending on the dormitory)
Off-Campus Housing	approx. ¥45,000 - ¥85,000 / month (Cost varies according to the type of housing)
Daily Expenses (Food, transportation, etc.)	For general reference, please consult the following external resource: https://www.studyinJapan.go.jp/en/life/cost-of-living/

Note: On-campus dormitories are unavailable for Kenkyusei (Special Students).

C) Insurance

Mandatory for all moving from overseas	
☒ National Health Insurance	Premiums are calculated based on the previous year's income (including part-time jobs). https://www.studyinJapan.go.jp/en/life/insurance/
Optional	
☒ Comprehensive Insurance for Students Lives Coupled with PAS* for International Students (accidental injury & liability insurance)	See ICU Service Website

*PAS: Personal Accident Insurance for Students Pursuing Education and Research
(学生教育研究災害傷害保険 : Gakusei Kyoiku Kenkyu Saigai Shogai Hoken)

Note: In Tokyo, students who ride a bicycle are required to enroll in liability insurance covering third-party damages.

ACCOMMODATION

Students who have been accepted to ICU may apply for on-campus dormitories through the Housing Office. Off-campus housing is handled by ICU Service Co., Ltd., while students interested in homestays should contact the provider directly. For more information, please refer to the Campus Life & Career section of the ICU website: <https://www.icu.ac.jp/en/campuslife/>

A) On-Campus Dormitories

- ☑ Students interested in applying to ICU dormitories should read the website carefully in order to understand the uniqueness of each dormitory.

Please be aware that on-campus dormitories are unavailable for Kenkyusei (Special Students).

- ☑ Detailed information about on-campus dormitories can be found at the following website:

<https://www.icu.ac.jp/en/campuslife/dormitories/index.html>

< Capacity and Fees (AY2026) >

In JPY

Capacity and Fees (in 2020)*1				in 2021	
Dormitory	Sex	Capacity	Occupancy per room	Entrance Fee*3	Dormitory Fees (per month)*4
Canada House	Male	34	1 or 2*1	62,000	36,450
Third Women's	Female	40	2		25,600
Fourth Women's	Female	32	2		32,600
Global House	Male & Female	64	1		62,650
Zelkova House		126	2		54,750
Ginkgo House		126	2		54,750
Oak House		126	2		54,750
Maple House		128	2		52,850
			1*2		
Momi House		160	2		52,850
			1*2		

NOTE: The fees shown in the table are subject to change.

*1 Single rooms in Canada House are basically for juniors and seniors.

*2 Single rooms in Maple House and Momi House are basically for seniors.

*3 An entrance fee of 62,000 yen is required when entering the dormitory, besides monthly dormitory fees.

*4 Dormitory fees must be paid each term in one payment. This includes fees for rental bedding, utilities, and internet access.

B) Homestay

- ☑ Living with a Japanese family will enable you to experience Japanese culture, daily life and also to practice your Japanese language. Information can be found at the website below:

<https://homestay-in-japan.com/guest/en/univ/>

C) Off-Campus Housing

- ☑ ICU delegates the introduction of off-campus housing such as apartments, student dormitories, student apartment houses (other than homestays), and share houses to ICU Service Co., Ltd.
- ☑ Prospective students interested in applying for off-campus housing are required to submit a request through the “Request Form” available on [the ICU Service website](#). Partner agents will subsequently provide relevant housing information.

**ICU Service, Ltd. is a wholly owned subsidiary of ICU. When contacting partner real estate agents directly, prospective students must identify themselves as future ICU students in order to receive benefits available to ICU students.*

<This page is intentionally left blank.>

Giving to ICU

Donations to the Education and Research Fund contribute directly to the improvement of student education and the research environment. Information on how to make a gift to ICU will be sent to students' guarantors after matriculation.

Contacts

Admissions Center
International Christian University

3-10-2, Osawa, Mitaka-shi, Tokyo 181-8585, JAPAN

<In Japanese>

〒181-8585 東京都三鷹市大沢 3-10-2

国際基督教大学アドミSSIONズ・センター

Tel: 0422-33-3700 (from abroad, +81-422-33-3700)

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