

STUDENT APPLICATION GUIDE

SPECIAL ENTRANCE EXAMINATION
FOR INTERNATIONAL STUDENTS
RECOMMENDED BY THE DESIGNATED SCHOOL
(JAPANESE-ONLY PROGRAM)

THE GRADUATE DIVISION OF COMMERCE
KOMAZAWA UNIVERSITY
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(EDUCATIONAL AFFAIRS SECTION, GRADUATE SCHOOL)

The purpose of this document is to help your understanding of the special entrance examination for National Central University. This gives a simple explanation of application guide and this is NOT official document. Please refer to the application guide in Japanese when you apply.

Admission site(in Japanese): <https://www.komazawa-u.ac.jp/exam/graduate/>

About Komazawa University

For your reference, See the site <https://www.komazawa-u.ac.jp/t-chinese/> (in Chinese).

Outline of the Master's degree Program:

The Graduate Division of Commerce offers a master's degree program and a doctoral degree program. In the master's degree program, basic and practical studies as well as theoretical studies are pursued in the specialized courses constituting Accounting, Marketing, Finance, ICT on Business and Business Administration. Enrollment in the graduate program is a mixture of those who intend to do scholarly research and those who intend to do advanced professional work in the business world. The program accordingly offers a wide variety of courses to suit the aspirations of both types of student. The following itemizes the courses which are available. The subject of Accounting is articulated into the following courses: Accounting, Cost Accounting, Managerial Accounting, Accounting Audit, International Accounting, Tax Accounting, and Tax Law. Instruction in Commerce is provided by the following courses: History of Commerce, Theory of Commerce, Commercial Policy, Marketing, Consumer Economics, Trading, and Banking. The following courses make up instruction in Business Administration: Business Administration, History of Business Administration, Labor Management, Business Administration Policy, ICT on Business and Finance Management. Candidates for a master's degree are invited to choose from whichever of the courses listed above they believe will be most advantageous to their vocational aspiration.

You can find a Scholastic fields and research content of the educational and research staff at <https://www.komazawa-u.ac.jp/academics/graduate/commerce/teachers.html>.

We offer Specialist training courses as well.

We have two specialist courses. One is SAP ERP Specialist course and the other is Licensed Tax Accountant course.

SAP ERP Specialist course includes the lectures to train SAP Consultant in Japanese such

as SAP ERP class in Japanese and Internship on Japanese IT companies.

You can acquire consultant skills and business manners/rules in Japan. We will strongly support your careers after graduation. If you would like to find a job in Japan, you should enter the course. The graduated students got a job at Fujitsu, Accenture, SAP Japan and IBM Japan.

Licensed Tax Accountant course allows you to omit a part of the licensed tax accountant examination. It requires extremely high-level Japanese proficiency and understanding of the Japanese accounts rule. For more details, please contact the educational affairs section.

One-Year Program:

If you wrote a master thesis and got a master's degree, you might enroll one-year graduation program. When you would like to enroll the program, it is preferable for you to take the examination in September. For more details, please consult with the professor you want to be supervised.

Application requirements

When you satisfy the following qualification requirements and submit all the following application documents, you are screened without a written examination and an interview.

1. Number of applicants admitted

One

2. Eligibility

Those qualified to sit for the exam for “Special Entrance Examination of international students recommended by the Designated School (Japanese-only program)” are not Japanese citizens and satisfy the following conditions.

- (1) Person who expects to graduate from the School of Management at National Central University or People who graduated from the School of Management at National Central University
- (2) Person who is recommended by the Dean of the School of Management at National Central University

(3) GPA: more than 3.0

(4) Person who passes the Japanese-Language Proficiency Test (JLPT): N1

For the details of JLPT, please refer to <https://www.jlpt.tw/>.

* It takes long period to pass the Japanese-Language Proficiency Test (JLPT):N1.

So, it is necessary to prepare it before one year or more.

3. Admissions exam fee

Admissions exam fee: 35,000 yen

Application Guide (in Japanese) shows the details to pay the fee.

The exam fee must be paid when the application is submitted. If it is not paid, we will not accept the application. Please keep this in mind.

4. Application procedure

(1) Application period and application method

August or January;

Application Guide (in Japanese) shows the details.

To apply by postal mail, be sure to use EMS (fast international mail) so that the application arrives by the deadline.

(2) Office receiving the application documents and answering inquiries.

5. Documents needed to apply (submitted documents will not be returned)

(1) Letter of recommendation from the Dean of School of Management at the university.

It must be written in Japanese or English, in any format.

(2) Certificate of the Japanese-Language Proficiency Test (JLPT):N1

The Certificate of past two years is acceptable.

*Application Guide (in Japanese) shows the details of other application documents.

6. Exam date and selection method

September or February;

Application Guide (in Japanese) shows the details.

selection method: New student is selected by screening application documents.

7. Announcement of successful applicants

Application Guide (in Japanese) shows the details.

8. Admissions procedure

Application Guide (in Japanese) shows the details.

9. Student Life

The school year starts from April, so you have enough time to prepare new student life in Tokyo (ex. Housing).

Please consult with the educational affairs section about Financial Support (scholarship) as well.

10. Precautionary items

(1) Before applying, carefully study faculty members' specializations and topics of research. You must consult with the professor you want to be supervised. Please ask the educational affairs section the contact details of the professor.

(2) If any application documents are missing, the application will not be accepted.

(3) Revision of the contents of submitted documents (after the application is submitted) will not be approved for any reason.

(4) Once submitted documents have been received, they will not be returned for any reason.

(5) Paid admissions exam fees will not be refunded for any reason.

(6) If you are disabled (a degree of physical disability prescribed by Article 22-3 of the Enforcement Order of the School Education Act), please consult the educational affairs section before applying.

(7) You may bring maximum 10 credits from the graduate school you graduated.

(8) If you have any further questions, please email to the educational affairs section.

e-mail: kyo2sec-in@komazawa-u.ac.jp (It is preferable to write the mail in Japanese)

Handling of personal information

In accordance with the Act on the Protection of Personal Information, personal information submitted by the applicant (based on application documents) is only used to select new students, announce successful applicants, conduct follow-up investigations, and perform other associated tasks. In addition, such information is used for the academic management of enrolled students, to organize their enrollment records and academic performance, guide their studies, and collect tuition, but not for any other purpose.

2024年度 駒澤大学大学院 商学研究科修士課程
外国人留学生入学試験要項の補足〔商学研究科が指定する学校〕

商学研究科が指定する学校から出願する者が、以下の資格要件を満たし、下記の出願書類をすべて提出した場合、筆記試験及び面接口試を免除し、出願書類により選考する。

1 出願資格 日本国籍を有しない者で、次の条件 (1) (2) (3) (4) を全て満たしている者

- (1) 台湾国立中央大学 管理學院を卒業した者または 2024 年 3 月 31 日までに卒業見込みの者で、台湾国立中央大学 管理學院の学部長の推薦のある者
- (2) 日本国以外の外国において、学校教育における 16 年の課程を修了した者または 2024 年 3 月 31 日までに修了見込みの者
- (3) 学業成績が優秀である者 (GPA 3.0 を目安とする)
- (4) 出願時に日本語能力試験 N1 に合格している者

2. 推薦人員 若干名

3. 出願書類

■指定校 出願書類

- (1) 指定する学校の推薦書 (台湾国立中央大学 管理學院学部長の自筆署名があるもの 日本語または英語 書式自由)
- (2) 日本語能力試験認定結果及び成績に関する証明書 1 部
※ 出願期間の初日から過去 2 年以内に実施された試験のもの

■その他の出願書類は、外国人留学生入学試験に準じる。

4. 入学検定料 35,000 円

※ 日本国外からの納入は、クレジットカード払いのみ

5. 出願方法 入試要項を参照すること。日本国外から郵送する場合、必ず EMS(国際スピード郵便)を利用し、期限内に必着のこと。

6. 試験方法 書類選考により行う。

7. 受験票の交付 大学院入学試験要項参照。

8. 合否発表 大学院入学試験要項参照。

9. 入学手続 大学院入学試験要項参照。日本国外から納入の場合、別途指示する。

10. その他

- 出願前に指導を希望する商学研究科の教員に必ず連絡・相談すること。教員の連絡先の問い合わせは、教務部教務 2 係に行うこと。
- 日本国外からの出願では、出願期間終了までに出願書類提出と入学検定料の入金が完了するよう、余裕をもって手続きすること。
- 2024 年 3 月 31 日までに日本の留学査証を取得出来ない場合、入学取り消しとなることがある。
- この補足に記載のない事項については、大学院入学試験要項を参照のこと。
- 台湾中央大学大学院に在籍もしくは修了している場合、取得している単位を本研究科の単位として 10 単位まで認定することがある。