



J. F. Oberlin University
Institute for Japanese Language and Culture
(Japanese Extension)

2019 Application Procedures

1. Admissions schedule
2. Courses of study
3. Admission requirements
4. Application documents
5. Expenses and remittance
6. Screening and selection procedures

Contact information:

Institute for Japanese Language and Culture

J. F. Oberlin University

4-16-1 Fuchinobe, Chuou-ku, Sagami-hara-shi, Kanagawa-ken 252-0206 Japan

Tel.: (+81)(0)42-704-7041, Monday–Friday, 9:00 a.m.–5:00 p.m. (GMT +9:00)

Fax: (+81)(0)42-704-7033, 24 hours a day

E-mail: rywx@obirin.ac.jp

1. Admissions schedule

For students entering in April, 2019		For students entering in September, 2019
August 24, 2018, to October 17, 2018	Preliminary application on website	February 20, 2019, to April 17, 2019
Deadline: October 24, 2018	Remittance of application fee and mailing of application documents	Deadline: April 24, 2019
November 8, 2018	Announcement of acceptance or rejection	May 16, 2019
Deadline: December 5, 2018	Entrance procedures, remittance of tuition fees, and mailing of documents for certificate of eligibility	Deadline: June 12, 2019
Early February to mid-March, 2019	Mailing of certificates of eligibility and entrance permission	Late July to late August, 2019
Early February to mid-March, 2019	Visa applications	Late July to late August, 2019
Late March or early April, 2019	Entrance to Japan	Early September, 2019

Preliminary application: please send your information using the preliminary application form on our website:
https://www.obirin.ac.jp/contact/japanese_extension/en/.

↓
Application numbers and forms will be sent by e-mail from our institute to qualified applicants.

↓
Remit application fee.

↓
Submit application documents.

↓
Screening: submitted documents will be used for screening and selection. If necessary, applicants will be interviewed by webcam or telephone.

↓
Announcement of acceptance or rejection: notifications and entrance procedure documents will be sent by e-mail to successful applicants.

↓
Remit tuition fees and submit entrance procedure documents.

↓
Proxy application for certificate of eligibility: we will apply for the certificate on each applicant's behalf.

↓
Application for visa: after your certificate of eligibility is issued, please apply for a visa in your country.

↓
Enter Japan.

2. Courses of study

J. F. Oberlin University Institute of Japanese Language and Culture is one of the best educational institutions for non-Japanese students who would like to study in Japan. The standard time required for graduation is one year. If you are accepted to another Japanese institution before starting your second semester, you can leave our institute after the first semester (six months), in which case tuition for the following term will be refunded.

Our Institute offers the following four courses:

A. Graduate School Admission Course

This course provides preparatory education for international students who wish to enter a Japanese graduate school. Students enrolled in this course will acquire Japanese language skills needed for their future studies as well as specialized knowledge appropriate to their fields.

B. Undergraduate Transfer Course

This course provides preparatory education for international students who wish to transfer to a Japanese university as juniors. Students enrolled in this course will acquire Japanese language skills needed for their future studies as well as specialized knowledge appropriate to their fields.

C. University Admission Course

This course is designed for applicants who wish to enter a Japanese university as freshmen. The aim of the course is to provide students with sufficient Japanese language and other academic skills to pass university examinations, achieve high scores on the Examination for Japanese University Admission for International Students (EJU), and pass level N1 of the Japanese-Language Proficiency Test.

D. Special Japanese Language Course

This is a short-term study course designed for applicants who are current undergraduate or graduate students and who intend to pursue study or research in Japan. (Applicants who are current graduate students must submit a Plan for Study and Research.)

The Institute offers a number of advantages over other similar programs:

1. Applicants are accepted irrespective of the field of study they wish to pursue upon completion of our course.
2. In addition to Japanese language instruction, we also offer extensive counseling on undergraduate and graduate school options.
3. Students of our institute who meet certain requirements can enroll for credit (and be issued transcripts) in undergraduate courses at the university level.
4. Students can use facilities at J. F. Oberlin University as regular university students.
5. Students have ample opportunities to meet and exchange information with undergraduate, graduate and fellow exchange students at J. F. Oberlin University.

3. Admission requirements

Number of Students to Be Admitted:

60 each in Spring and Autumn semesters; 120 annually

Eligibility:

Applicants for each of the Institute's four courses must meet the eligibility requirements below.

A. Graduate School Admission Course

(a) Applicants must have earned bachelor's degrees or expect to receive them before the beginning of their graduate school studies.

B. Undergraduate Transfer Course

(a) Applicants must have completed at least their second year of university or expect to complete the second year before their transfer. Graduates of junior colleges and vocational schools are also eligible.

C. University Admission Course

(a) Applicants must have completed 12 years of regular academic study and be qualified to enter university in their home countries or must expect to be so qualified before the beginning of their study at the Institute.

D. Special Japanese Language Course

(a) Applicants must be currently enrolled as undergraduates or graduate students at an institution of higher learning.

Those to whom the eligibility requirements above do not apply should see the Japanese version of the 2016 Application Procedures or contact the J. F. Oberlin University Institute for Japanese Language and Culture.

In addition, all applicants must meet the eligibility requirements below.

- (1) They must have attained a passing grade on level N5 or higher of the Japanese Language Proficiency Test or be able to provide a certificate of at least 150 hours of Japanese study from a language school. (However, it is preferable for students who do not use kanji on a daily basis to have passed level N4 or higher on the JLPT or have a certificate of at least 300 hours of Japanese study.)
- (2) They must be motivated to pursue further study or research.
- (3) They must not have completed more than one year of previous study in Japan prior to entering this program.
- (4) They must have the financial means to study in Japan.

Notes

Students who have further questions should contact the Institute for Japanese Language and Culture by telephone, fax, or e-mail.

4. Application documents

Application documents are as follows. For more information, please refer to the supplement on application documents. Application documents 1, 8, 9 and 10 should use the forms provided by J.F. Oberlin University Institute for Japanese Language and Culture. Submitted documents will not be returned in any case. The certificates must be dated no more than three months before application and should be in the original language of issuance. If we need further information, we may request more documents.

1. Application form
2. Transcript
3. Copy of diploma, certificate of expected graduation or certificate of enrollment
4. Credentials report of Higher Education Qualification Certificate (only from applicants who have graduated from a university in China—see note 1, below.)
5. Credentials report of National College Entrance Examination (only from applicants who have graduated from a normal high school in China—see note 1, below.)
6. Copy of score reports for the EJU, Japanese-Language Proficiency Test, J-test or other official Japanese language test or a certificate of studying Japanese issued by a Japanese language institute
7. Copy of passport
8. Proof of remittance of admission fee
9. Address to which notification should be sent
10. Checklist of application documents (Please include the checklist together with your application documents.)

Note

1. Please apply for these documents through the Ministry of Education of the People's Republic of China, and when the Ministry informs you of your application number, please relay that information to us. The documents may be sent directly to the Institute, not to you. If you have not taken the National College Entrance Examination, please submit a credentials report of the General Examination for High School Graduates.
2. Attach a copy of the proof of remittance you received from the bank or other financial institution when submitting the admission fee. Keep the original copy for yourself. In case the remittance is sent from within Japan, ask the person who pays it either to mail us proof of remittance or else to bring it in directly.
3. After the notification of acceptance has been mailed, applicants must submit documents which prove financial capability of applicant's financial guarantor(s). Further information about these documents which applicants must submit after the notification of acceptance will be mailed to successful applicants together with the notification of acceptance.

5. Expenses and remittance

The remittance deadline is strictly enforced. Please remit in Japanese yen by bank transfer.

	Deadline for remittance	
	For students entering in April, 2019	For students entering in September, 2019
Admission fee: ¥15,000	October 24, 2018	April 24, 2019
Entrance fee: ¥100,000	December 5, 2018	June 12, 2019
Tuition: ¥500,000		

For remittance from within Japan:

Bank	三井住友銀行
Branch	町田支店
Address	〒194-0013 東京都町田市原町田6-3-8
Kind of account	普通口座
Account number	6887855
Account name	学校法人 桜美林学園 理事長 佐藤東洋士
Account name (katakana)	ガッコウホウジン オウビリンガクエン リジチョウ サトウトヨシ

For remittance from overseas:

Bank	Sumitomo Mitsui Banking Corporation
Branch	Machida branch
Address	6-3-8 Haramachida, Machida-shi, Tokyo, Japan 194-0013
Telephone number	042-728-1131
Account name	Gakko Hojin Obirin Gakuen, Rijicho, Satow Toyoshi
Account number	Savings account 6887855
SWIFT code	SMBCJPJT

Only tuition will be refunded to successful applicants who decline the Institute's offer of admission before entrance. Entrance fee will not be refunded. (Even if your certificate of eligibility or visa has not been issued, the entrance fee will not be refunded.)

If your certificate of eligibility has been issued, you must return your certificate of eligibility before your tuition can be refunded.

If you are sending money from within Japan, the remittance/handling fee is inexpensive and the procedure is simple. If we receive less than the full amount of ¥15,000, your application will not be considered.

6. Screening and selection procedures

Submitted documents will all be used for screening and selection. If necessary, an in-person interview, web cam interview or telephone interview of the applicant may also be requested.

At 10:00 a.m. on the date of announcement of acceptance or rejection, the application ID numbers of successful applicants only will be posted on our website: http://www.obirin.ac.jp/japanese_extension/. We will also send notifications of acceptance/rejection by e-mail. Under no circumstances can we respond to inquiries regarding the results of applications or the criteria used for selection. In addition, successful applicants will be sent immigration- and matriculation-related documents as e-mail attachments.