

2019 GSE Overseas Application Procedure

- ◆ The period for applications is October 1~November 20, 2018 for the school year starting April 4, 2019.
- ◆ All materials must be received by November 20 and sent in an envelope addressed to:
 - Hiroshima Jogakuin University
 - Admissions Office
 - GSE Application Materials
 - 4-13-1 Ushita Higashi, Higashi-ku, Hiroshima-shi, 732-0063, Japan
- ◆ Once completed application materials have been received, they will be reviewed by a panel of 2-3 people. To be considered for an interview application packets must:
 - Be complete & professional. Incomplete applications will not be considered.
 - Receive an average score of 15 / 20 possible points on each of the following sections (see score sheet):
 - ✓ Application Materials: Transcript, English Proficiency & Letter of Recommendation
 - ✓ Writing: Essay #1
 - ✓ Writing: Essay #2
 - ✓ Applications that do not receive a minimum of 45 / 60 possible points will not be accepted for an interview
- ◆ Applicants that pass the document screening will be contacted for a Skype interview that will take place between November 27 and December 7. The applicant will receive 3 days notice prior to the interview to ensure they can prepare a quiet place with a good Internet connection for the Skype interview.
 - Skype interviews will be conducted in English by a panel of 2-3 people.
 - The interview is worth 40 possible points, and each panelist will score the interviewee. The average score will be used to assess if the applicant will gain admission to the GSE program.
- ◆ Successful applicants must receive a cumulative score of 80 points out of 100, in order to gain admission to the GSE program (see score sheet).
- ◆ Results will be sent to applicants by e-mail.
- ◆ Successful applicants must apply for a visa on receipt of the relevant documentation from HJU. Students will not be allowed to attend HJU without a visa.

- ◆ Successful applicants who wish to enroll at HJU should plan to pay all tuition & fees according to the schedule and instructions set by the university. Anyone that fails to meet requirements may not be permitted to continue their study. An approximate schedule and fees are listed below, but more detailed information will be given to students upon successful admission to the GSE program at HJU. Please note that international students enrolling in the GSE program receive a 50% discount (scholarship) to attend the university.
 - January 11, 2019: ¥140,000 due (Spring Semester Facility Fee)
 - February 13, 2019: ¥390,000 due (Spring Semester Tuition)
 - ✓ Payments should be made via bank transfer
 - ✓ The transfer fee is to be paid by the applicant
 - ✓ Bank Name: The Hiroshima Bank, LTD
 - Branch Name: Hakushima branch
 - Account Number: 600156 (Ordinary Deposit Account)
 - Account Name: GAKKOU HOUJIN HIROSHIMA JOGAKUIN
 - Swift Code: HIRO JP JT
 - Currency: JPY
 - Branch Address & Phone Number:
 - 14-15 Higashi-Hakushima, Naka-ku,
 - Hiroshima-city, Hiroshima-pref., 730-0004, Japan
 - Tel.: +81-82-228-2025
 - April 2019: ¥11,000 due (Student Association and Committee Fee)
 - October 2019: ¥140,000 due (Fall Semester Facility Fee)
 - There may be cases where you will be expected to pay additional fees to participate in clubs, extracurricular activities, fieldwork, etc.
- ◆ Students must demonstrate high academic performance (i.e., minimum of 3.0 annual GPA) and meet minimum standards set by the university to continue to receive the GSE tuition waiver for international students. Please see the student curriculum guidebook for more details.
- ◆ If you have questions about the admissions process, please contact:
 - Hiroshima Jogakuin University Admissions Office by email or fax
 - E-mail : nyushi@gaines.hju.ac.jp
 - Fax : +81 - 82 - 228 - 7815