Graduate School

Graduate School of Fashion and Living Environment Studies

Master's Program in Clothing Science Studies Global Fashion Concentration (English-Language Program)

Guidelines for Admission 2024 (For April Entry 2024)

Bunka Gakuen University Graduate School

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<Privacy Policy>

Admissions results as well as information that the university acquires about individuals from applications and other materials shall be kept confidential and shall only within the scope of university admissions work and for matters incidental to such work.

Admissions Policy

The founding spirit of Bunka Gakuen University is "Creating New Beauty and Culture", and our primary objective is to create next-generation culture through education and research. In each of our academic disciplines, we search for new beauty to spearhead the age. We accept those who appreciate the educational objectives of our faculties and departments, and intend to contribute to the international community by striving to master specialized knowledge and skills. In our admissions process, we evaluate applicants' qualifications, including their creativity and sensitivity, and accept those who possess adaptability from an international perspective.

Graduate School of Fashion and Living Environment Studies

This program looks at the living environment that surrounds human beings and develops young academics with research skills suitable for this age of knowledge and trains up highly specialized professionals who can develop and apply cutting-edge technology. We accept those who aspire to such career paths.

Master's Program in Clothing Science Studies

This program accepts those who want to be an independent researcher in fashion science drawing on the specialized education at the faculty, and aspire to be high-level specialists in charge of developing cutting-edge techniques and information in the fashion industry.

Admissions Quota

Graduate School	Master's Program	Concentration	Admissions Quota	
Graduate School of		Advanced Fashion Design Concentration		
		Taxtile Science Concentration		
-	nion and Living	Clothing Functionality Concentration	20*	
Environment Studies		Fashion Sociology and Culture Concentration	20	
	Fashion Business Concentration			
		Global Fashion Concentration		

* Admissions Quota includes some midcareer applicants.

Application Eligibility

Those who satisfy ANY of the following requirements ;

- (1) Those who have graduated from university (earned a bachelor's degree) or expect to graduate from university in March 2024 (bachelor's degree expected).
- (2) Those who have been awarded or are expected to be awarded the Bachelor's degree by the National Institution for Academic Degrees and University Evaluation by March 2024.
- (3) Those who have completed 16-year school education program overseas or expect to complete such program in March 2024.
- (4) Those who have completed or are expected to have completed a 16-year school education curriculum of another country by March 2024 by undertaking while in Japan via a distance learning course administered by a school located in the relevant country.
- (5) Those who have completed 15-year school education program overseas, and have been recognized as earning approved credits by excellent grade.
- (6) Those in Japan who have completed or are expected to have completed a course specifically designated by the Minister of Education, Culture, Sports, Science and Technology at an educational facility positioned within the school education system of another country having foreign university programs (with the condition that these graduates have completed a 16-year educational curriculum of the relevant foreign country) by March 2024.
- (7) Those who have been awarded or are expected to be awarded the academic degree equivalent to the Bachelor's degree by completing a course for 3 years or more overseas by March 2024.
- (8) Those who have completed a specialized course of study (program of 4 years or more) at a vocational school in Japan and have earned an advanced diploma or expect to receive such diploma in March 2024.
- (9) Those who have been recognized as possessing acadmic ability at least equivalent to a Bachelor's degree through an individual admission examination at Bunka Gakuen University Graduate School, and who have reached the age of 22 or will have reached the age of 22 by March 31, 2024.

*Those applying for (9) must pass the qualification judgement for admission in advance. Those who wish to take the judgement should contact the Admissions Office (03-3299-2311) by the following date.

[1st Session] July 14 (Fri), 2023 [2nd Session] November 30 (Thu), 2023 * It must reach us no later than the date.

Application Procedures

* Advance Consultation

Before submission of your application, all applicants must get in contact with the Admissions Office and send their own information by e-mail until the following appointed date.

[1st Session] by July 14 (Fri), 2023

[2nd Session] by December 8 (Fri), 2023

* ただし、日本国内の大学に在学中の場合、事前相談の問合せ期日は出願期間前までとします。

[Contents of Email]

1. Name (Last / First) 2. Sex (Male or Female) 3. Age (Date of Birth) 4. Nationality

5. Academic Background (University's Name / Major / Graduated Year / Theme of Bachelor's Thesis)

6. Contents of Research to which you wish to study in Global Fashion Concentration, Master's Program

[E-mail Address]

nyushi@bunka.ac.jp

Online Interview

The university considers whether it is possible to accept the applicants' desired research. In case it is accepted, the university will inform the date of online interview to him/her directly. The applicants who passed the online interview with the professors, go through formal application procedures and submit the necessary documents during application session.

1. Application Session

[1st Session] September 4 (Mon) to 4:00 PM on September 8 (Fri), 2023 [2nd Session] January 22 (Mon) to 4:00 PM on January 26 (Fri), 2024

2. How to Apply

Applications may be submitted either by post (simplified registered mail) or in person at the Admissions Office. Those applying from outside of Japan are asked to submit their application by Express Mail (ex. DHL, EMS etc.). The Admissions Office is opened from 9:30 AM to 4:00 PM (weekdays).

Application documents submitted by mail must reach us by 4:00 PM on the final day of the above application session. (Applicants must pay the application fee by credit card during application session. Please check "3. Application Fee" below.) In case of sending the application documents by mail, send to the following mailing address.

* Mailing address for applications sent from overseas by Express Mail

Address : BUNKA GAKUEN UNIVERSITY GRADUATE SCHOOL ADMISSIONS OFFICE

3-22-1 YOYOGI, SHIBUYA-KU, TOKYO 151-8523 JAPAN

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Phone: +81-3-3299-2311
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Detailed description of contents : Application documents for Global Fashion Concentration

* Mailing address for applications sent domestically by simplified registered mail

Address:〒151-8523 東京都渋谷区代々木 3-22-1 文化学園大学大学院 入試広報課 Phone:03-3299-2311

Print in red ink in English "ENCL : Application for Global Fashion Concentration" (or write in red ink in Japanese グロー バルファッション専修出願書類在中) on the envelope.

3. Application Fee 35,000 yen

How to Pay the Application Fee

- (1) Be sure to pay the application fee during the specified period as below.
 - [1st Session] 10:00 AM on September 4 (Mon) to 12:00 PM on September 8 (Fri), 2023 [2nd Session] 10:00 AM on January 22 (Mon) to 12:00 PM on January 26 (Fri), 2024
- (2) The university accepts payment by credit card (VISA, MasterCard, JCB, American Express, MUFG, DC, UFJ, NICOS) and by China UnionPay (CUP). Further details are available on p.7 "Application Fee Payment Method (Credit Card)" and the following official website.

[Application Fee Payment Website] https://e-apply.jp/e/bunka-gakuen-university/

* The payment fee (including tax) will be charged in addition to the application fee. The handling charge is 807 yen.

(3) Send the scanned "Handling Statement" by e-mail to the admissions office until the deadline of application period. [Admissions office E-mail] **nyushi@bunka.ac.jp**

4. Attention for Applying

- (1) Applications will not be accepted if their application documents are incomplete or insufficient, or if the application fee has not been paid.
- (2) As having online interview of advance consultation, most of applicants need to show their portfolio or works to our professors. They have to submit "Self-produced Works Proof Certificate" to us then. Download the university-designated form (①) on our website, input and print it out. In case of applying after online interview, this certificate will be one of necessary application documents.
- (3) Unless otherwise indicated, submit an original application written in English. For documents in other languages, these should be translated in English with the velification of translation by the issuing institution, translation agency or other appropriate officially approved by the government.
- (4) Applications will not be returned once submitted, and the application fee will not be refunded once paid.
- (5) No changes may be made to submitted documents.
- (6) False statement on an application may result in the rescinding of an offer of acceptance.

5. Application Documents

To apply for admission, Japanese students must complete application documents 1 to 1 and International students must complete application documents 1 to 2. Midcareer applicants must submit documents 3 as well.

[University-designated forms]

①⑤⑥: Download through our website, input information in these forms and print out on white A4 paper, one side only.
 ③: Download through our website, print out on white A4 paper and complete it.

(3: If you are a midcareer applicant, download through our website, input and print out on white A4 paper.

(4): If you want to apply for dormitory housing, download through our website, input and print out on white A4 paper. [Official Website] https://bwu.bunka.ac.jp/languages/english/examination/in.php

Complete the documents after reading the above "4. Attention for Applying", and submit them either by post (simplified registered mail) or in person to the Admissions Office. Applicants residing outside of Japan should send all documents by e-mail before sending by mail, and submit them by Express Mail.

1 Application Form 1 · 2 university-designated form

Download the university-designated forms on our official website, input in English and print them out on white A4 paper, one side only.

2 Photographs (2 sheets)

Provide 2 ID photographs of your face and upper body with no hat on the plain background, no snapshots, height 4 cm \times width 3 cm, taken within the last three months of application submission.

Paste your photographs to [① Application Form 1] and [③ Photograph Sheet]. These photographs will be used for your student ID card in university.

3 Photograph Sheet university-designated form

Download the university-designated form on our official website, write your name, and paste one of your ID photographs (②) to this sheet.

④ Proof of English Proficiency

Submit either an English proficiency test score of other documents providing your proficiency in English (there is no university-designated form, but the document must bear the official signature and seal of the preparer of the statement of proficiency; applicants may not write their own statement).

ex) English proficiency test score : TOEFL iBT® / TOEIC® / IELTS

* Required Scores for Admission and How to Request an Official Certificate for TOEFL® and/or TOEIC®

The method for requesting official score certificates differs based on the testing organization. Certificates take time to be issued. Order the certificates early so that they can be delivered by the application deadline. Direct any questions about ordering official score certificates to the testing organization in question.

• TOEFL iBT[®] [How to Request an Official Score Certificate]

The code of Bunka Gakuen University is 8918. Use this code to ask the Educational Testing Service (ETS) to send your official score receipt directly to the university. Also submit a copy of your examinee score report with your application as an unofficial score.

[Required Scores for Admission in Principle] The minimum score must be 79.

• TOEIC[®] [How to Request an Official Score Certificate]

Submit with your other application materials the official score certificate reissued by the Institute for International Business Communication, which administers TOEIC.

[Required Scores for Admission in Principle] The minimum score of L&R must be 740.

*IELTS

In case of having IELTS score, submit the official score certificate of IELTS with your other application materials. [Required Scores for Admission in Principle] The minimum score must be 6.0.

(5) Letters of Recommendation university-designated form

$\ast\,{\rm May}$ be prepared in either English or Japanese.

Download the university-designated form on our official website, input in English and print them out. The recommendation letter must be completed by yourself and the adviser of your graduation thesis at the university you earned a Bachelor's degree.

It needs the signature or seal of both of you and your adviser. Any letter written in languages other than English or Japanese must be accompanied by a translation into one of them. Refer to (3) on "4. **Attention for Applying**" (p.3).

6 Research Plan 1.2 (Application Form 3) university-designated form

Download the university-designated forms on our official website, input in English and print them out.

${oldsymbol {\mathbb T}}$ Transcript from the University You Earned a Bachelor's Degree

* May be prepared in either English or Japanese.

Those who transferred from a junior college to a 4-year university must also submit a transcript from their junior college with their application. Any transcript written in languages other than English or Japanese must be accompanied by a translation into one of them. Refer to (3) on "4. **Attention for Applying**" (p.3).

⑧ Degree Certificate from the University You Earned a Bachelor's Degree or Certificate of Expected Graduation

\ast May be prepared in either English or Japanese.

Any certificate written in languages other than English or Japanese must be accompanied by a translation into one of them. Refer to (3) on "4. **Attention for Applying**" (p.3).

9 Graduation Thesis or Report Written in English

Submit the graduation thesis or report written in English in the university.

1 Portfolios [For applicant who desires to complete a collection to be eligible for Master's degree

Submit your own original portfolios in case of desiring to complete a collection to be eligible for Master's degree.

① Self-produced Works Proof Certificate university-designated form

In case of showing the portfolios or works as online interview before applying, submit the self-produced works proof certificate signed by our professors.

1 Copy of Residence Card or Passport [For only International students]

Submit color copies of both sides of the resident card if you live in Japan.

* If you are not immigration or you live in Japan for a short-term stay, the color copy of your passport or identification in your home country must be submitted.

③ Acceptance Letter of Applying for Graduate School Admission [For only midcareer applicants] university-designated form

Midcareer applicants who will continue to be affiliated with their workplace as they study at the university must submit an university-designated letter written by their division head permitting them to apply for the graduate school admission.

(Dormitory Housing Request [For whom hopes to reside in the Dormitory] university-designated form

If you want to apply for dormitory housing, place a checkmark in the box entitled "Dormitory Housing Request" on (① **Application Form 1**]. Also download the Dormitory Housing Request Form (university-designated form) on our website, input and print it out. Read the details on p.10.

* International Students Requiring a Certificate of Acceptance for Admission

Place a checkmark in the box entitled "Require a Certificate of Acceptance for Admission" on [① Application Form 1] if you require a Certificate of Acceptance for Admission to renew your visa after you have been accepted at Bunka Gakuen University Graduate School. After you have completed enrollment procedures, the Admissions Office can issue you a certificate at any time. Bring your receipt of payment of university expenses and come to pick up the certificate at the Admissions Office. Place a checkmark in the box entitled "Send certificate by post" on [① Application Form 1] if you want to get it by post.

Once we have confirmed your payment of the required university expenses, we will send the certificate by post to the current address indicated on your applicaton. (Only one certificate will be issued in principle.)

Entrance Examination

1. Entrance Examination Subjects

Residing outside of Japan : "Screening Application Documents" Residing in Japan : "Screening Application Documents" and "Interview"

2. Notice of Receiving Application Documents

[1st Session] by September 13 (Wed), 2023 [2nd Session] by February 2 (Fri), 2024 The university will notify of receiving application by e-mail until the above date to all whose applications have been received in full. Please provide your e-mail address through Application Form 1.

3. Date of Interview

[1st Session] September 20 (Wed), 2023

[2nd Session] February 9 (Fri), 2024

Notification regarding the time of your interview will be provided with the notification of receiving application documents.

4. Location of Interview

Bunka Gakuen University

Address : 3-22-1 Yoyogi, Shibuya-ku, Tokyo 151-8523 JAPAN

Access : From JR lines (Yamanote Line, Chuo Line, Sobu Line, Saikyo Line, Shonan-Shinjuku Line), Odakyu Line, Keio Line, and subway lines (Toei Shinjuku Line, Toei Oedo Line, Marunouchi Line)

exit Shinjuku Station at the South Exit or Koshu-Kaido Gate, and walk along Koshu-Kaido Avenue toward Hatsudai for 7 minutes.

5. Examination Regulations

- 1. Arrive at the designated waiting room 20 minutes prior to the interview start time. The waiting room will be posted on the interview day. You may enter the waiting room up to 50 minutes prior to your interview start time. A staff member will escort you from the waiting room to the interview room.
- 2. In principle, those who arrive after the interview start time are not given an interview.
 - * If there is a possibility that you will be late due to delay in public transportation, etc., contact the Admissions Office for instructions. Be sure to receive a delay certificate from the public transportation operator and submit it to the Admissions Office.

Announcement of Results

The university will send the admissions results by post (Express Mail) on the date as below. Admissions results will be also made available on the Internet during the period as below. The admissions results via the Internet are unofficial, read the notification mailed by postal service to confirm your admissions results.

Read p.8 for detal regarding the Internet service. This service is in Japanese only.

- [1st Session] Internet 10:00 AM on September 27 (Wed) to 11:59 PM on September 29 (Fri), 2023 Mail - September 29 (Fri), 2023
- [2nd Session] Internet 10:00 AM on February 16 (Fri) to 11:59 PM on February 18 (Sun), 2024 Mail - February 18 (Sun), 2024

*No telephone inquiries regarding admissions results will be accepted.

- * Contact us if you have been accepted at the university but enrollment materials do not arrive by two days after the date of ann ouncement by post of admissions results.
- *Admissions results will be sent via Express Mail to applicants residing overseas. Results may arrive slightly late depending on the speed of the postal service.
- *Be sure to indicate the correct address in the box entitled "Current Address" on the application form.

Enrollment Procedures

The university will send the enrollment procedures details with notification of acceptance to successful applicants. The designated university expenses must be received by the following deadline for enrollment procedures to be considered complete.

1. Enrollment Deadline

[1st Session] by October 11 (Wed), 2023 [2nd Session] by March 1 (Fri), 2024

2. Information after Enrollment

Information about the entrance ceremony and pre-enrollment matters are provided in the materials that are sent with admissions results.

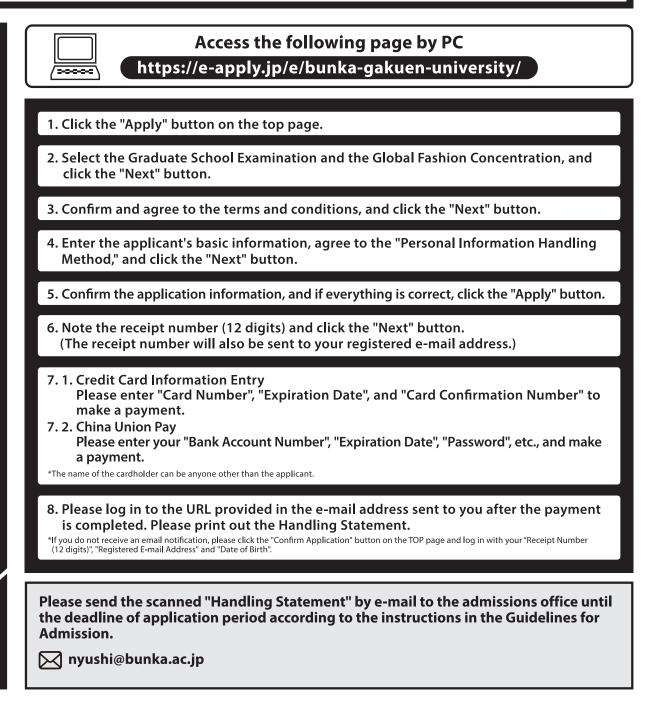
3. For prospective university graduates

If applicants who have passed the entrance examination as prospective university graduates would fail to graduate by March 31, 2024, will not be admitted to the university.

Also prospective university graduates need to submit the bachelor's degree certificate or the graduation certificate issued by your university on the day of entrance ceremony.

Payable 24 hours a day

You can pay the fee by credit card.



[Notes and FAQs]

•Please check the application period in the guidelines for admission and submit your application in time.

- •Please complete your card payment by 11:59 am on the last day of payment.
- •The payment fee (including tax) will be charged in addition to the application fee.
- Payment handling charge (including tax): 35,000 yen, handling charge 807 yen
- The credit card holder can be anyone other than the applicant. However, please be sure to enter the applicant's information on the Basic Information Entry screen.
 If you do not receive an e-mail notification, please click the "Confirm Application Details" button on the TOP page and log in with your "Receipt Number (12 digits)",
- If you do not receive an e-mail notification, please "Registered E-mail Address" and "Date of Birth".
- Please note that once you have paid the application fee, it is non-refundable.
- •If your credit card is not approved, please contact your credit card company directly.

If you have any questions, please see "Contact Us" from "Introduction" on the top page and contact the "Learning & Education Support Center".

How to Confirm the Result on Website (in Japanese only)

The Internet service of admission result is in Japanese only.

The admissions results via Internet are unofficial, please confirm the results sent by post.

Web(スマートフォン・iPhone・パソコン)から合否の確認ができます。 (合格発表日の午前10時より案内します。)

【合否案内サービス利用上の注意】

●このサービスはあくまでも速報であり、正式には郵送いたします合否通知書で再確認してください。

●このサービスの「誤操作」「見間違え」等に対して、本学は一切責任を負いません。

●サービス開始直後はアクセスが多く、つながりにくい場合があります。その場合はしばらくたってから再度操作をしてください。

●機材の性能や接続方法、ブラウザ設定などにより表示に時間がかかったり、文字化けが発生する場合があります。

Web(スマートフォン・iPhone・パソコン)による合否確認方法

下記のアドレス(URL)または携帯電話用QRコードからアクセスしてください。間違いのないようアドレスを確認のうえ、アクセスしてください。

https://www.gouhi.com/bunka-gakuen/

(1) スマートフォン・iPhoneによる合否確認方法



■受験番号5桁と生年月日8桁を入力



(2) パソコンによる合否確認方法(画面操作手順)

■ 受験番号5桁と生年月日8桁を入力



受験内容を確認してください。

University Expenses for 2024

X University expenses are tax-free.

The sum paid at time of enrollment is the total for the first semester of the first year.

Division	Ser	nester	Enrollment Fee	Tuition	Educational Enhancement Fee	Seminar and Training Costs	Medical Examination and Insurance Fee
Others		First Semester	300,000	375,000	150,000	21,250	1,500
Others	First	Second Semester		375,000	150,000	21,250	
Current	Year	First Semester	130,000	375,000	137,500	21,250	1,500
Students		Second Semester		375,000	137,500	21,250	
Second	d Year (annual)		750,000	300,000	39,500	1,500

Graduate School (Master's Program)

Division	Student Activity Costs		
Others	20,360 yen with enrollment, 5,000 yen with the first semester of the second year		
Current Students	6,840 yen with enrollment, 5,000 yen with the first semester of the second year		
Division	Total of Enrollment including first semeseter	Total of Second Semester	Total of First Year
Others	868,110	546,250	1,414,360
Current Students	672,090	533,750	1,205,840

Attention

Enrollment fee, Educational Enhancement Fee and Student Activity Costs for students entering from Bunka Gakuen University are the amounts for "Current Students".

Reduction or Exempting of Tuition for Privately Financed International Students

Tuition is reduced or exempt in some cases in accordance with the Bunka Gakuen University Regulations regarding the Reduction of Exempting of Tuition for Privately Financed International Students (reduction or exempting of university expenses in the second semester). Such reduction or exempting cannot be applied in combination with another scholarship.

(monetary unit = yen)

To Applicants Wishing to Apply for Entering a Student Dormitory

Common dormitories for all schools within Bunka Gakuen, which are for men and women, are Fuchu International Student Hall and Dormy logi. Both dormitories have completely private rooms, with different floors depending on gender.

If you wish to enter it, please submit the Dormitory Housing Request Form (university-designated form) along with other required documents. Also, please check the box entitled "Dormitory Housing Request" on [Application Form 1]. In the case the number of applicants exceeds the vacancy capacity, applicants will be selected by lottery. A set of documents concerning entering and living in a dormitory will be sent to applicants chosen by lottery. For details of the dormitory, please refer to the following.

Daily Rules

The university's student dormitories accept students from all over Japan and International students from overseas. In order that many students at the dormitory can live together and help one another to have a better student life, students wishing to apply to enter are asked to observe the basic everydays rules to ensure they may enjoy a fulfilling dormitory life.

(excerpt from the Student Dormitory Regulations)

- 1. The gate or door opens at 7:00 AM and closes at 11:00 PM.
- 2. If you wish to stay out overnight, you must submit a designated form to the head of the dormitory prior to doing so.
- 3. Visitors must be received only at the designated area (the lobby).
- 4. No visitors may stay overnight.
- 5. Pay attention to and check fire safety and locks.
- 6. Dormitory stay is renewable each year. No leave the dormitory within the academic year other than the contract expiration month (every March).

* Contacts for information on entering a dormitory: Bunka Gakuen University, Student Affairs Section (Phone +81-3-3299-2315)

	Fuchu International Student Hall	Dormy logi
Location	3-1-1 Fuchu-cho, Fuchu-shi, Tokyo	1-1-23 Shimo Shakujii, Nerima-ku, Tokyo
Transportation	5 min. on foot from North Exit from Fuchu station on Keio Line	12 min. on foot from North Exit from logi station on Seibu-Shinjuku Line
Commuting Time and Fee to Campus	Approx. 40 min. (train) Keio Line : 3,550 yen (monthly)	Approx. 50 min. (train) Seibu-Shinjuku Line : 2,810 yen (monthly)
Facilities of Private Room	Bath Unit (separate bathtub and toilet)/Washstand / Air conditioner / Refrigerator / Freezer / Mini kitchen / Single bed (with storage) / Desk / Chair / Shoe shelves / Closet / Mirror (full length) / Curtains / TV antenna / Internet connection (lease needed) * TV / PC should be installed personally.	Bath Unit (bathtub and toilet)/Washstand / Air conditioner / Refrigerator / Freezer / Mini kitchen / Single bed (with storage) / Desk / Chair / Shoe shelves / Closet / Bookshelf / Curtains / Drying space / TV antenna / Wi-Fi * TV / PC should be installed personally.
Common Facilities	Seminar room / Laundry / Drying space / Common living area / Mail corner	Seminar room / Laundry / Lobby / Mail corner

Dormitory Expenses

- Dormitory expenses are payable every half year (first and second semesters). The transfer slip will be provided after entering a dormitory.
- · Any amount paid will not be refundable as a general rule.
- Utilities and communications facility fees (Internet connection, etc.) at Fuchu International Student Hall are calculated and paid per room.
- · Utilities at Dormy logi are billed separately on a monthly basis. (Wi-Fi usage fee is included in the common service expense.)

(monetary unit = yen)

Fuchu International Student Hall Dormy logi Breakdown First Semester (First Year) Second Semester First Semester (First Year) Second Semester **Enrollment Fee** 100,000 150,000 (First Year Only) Room Charge 330,000 330,000 390,000 390,000 Common 72,000 72,000 60,000 60,000 Service Expense Total 502,000 600,000 450,000 402,000

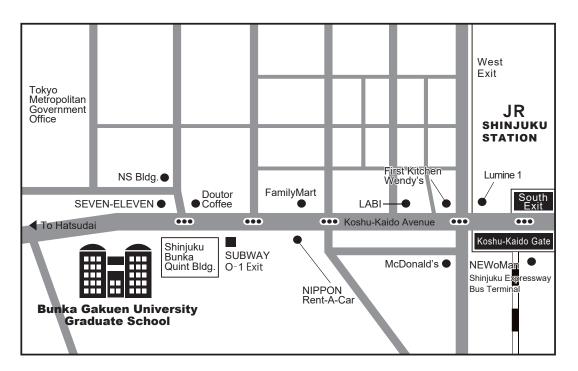
Location of Interview

Bunka Gakuen University

Address : 3-22-1 Yoyogi, Shibuya-ku, Tokyo 151-8523 JAPAN

Access : From JR lines (Yamanote Line, Chuo Line, Sobu Line, Saikyo Line, Shonan-Shinjuku Line), Odakyu Line, Keio Line, and subway lines (Toei Shinjuku Line, Toei Oedo Line, Marunouchi Line)

exit Shinjuku Station at the South Exit or Koshu-Kaido Gate, and walk along Koshu-Kaido Avenue toward Hatsudai for 7 minutes.



Bunka Gakuen University Graduate School

3-22-1 Yoyogi, Shibuya-ku, Tokyo 151-8523 JAPAN Phone: +81-3-3299-2311 (Admissions Office)

https://bwu.bunka.ac.jp