

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 2016

Bunka Gakuen University Graduate School

<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.

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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 the person who appreciates the educational objectives of our faculties and departments, and intends 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 the person who aspires to such career paths.

■ Master’s Program in Clothing Science Studies

This program accepts the person who wants to be an independent researcher in fashion science drawing on the specialized education at the faculty, and aspires 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 Fashion and Living Environment Studies	Master’s Program in Clothing Science Studies	Advanced Fashion Design Concentration	20 ※
		Taxtile Science Concentration	
		Clothing Functionality Concentration	
		Fashion Sociology Concentration	
		Fashion Business Concentraion	
		Fashion Culture 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 2016 (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 31, 2016 (from the provisions of Article 104, Paragraph 4, of the School Education Act).
- (3) Those who have completed 16-year school education program overseas or expect to complete such program in March 2016.
- (4) Those who have completed or are expected to have completed a 16-year school education curriculum of another country by March 31, 2016 by undertaking while in Japan a distance learning course administered by a school located in the relevant country.
- (5) Those in Japan who have completed or are expected to have completed by March 31, 2016 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 culliculum of the relevant foreign country).
- (6) Those who have completed a specialized course of study (program of four years or more) at a vocational school in Japan and have earned an advanced diploma or expect to receive such diploma in March 2016.
- (7) 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, 2016.

Midcareer applicants must meet one of the following conditions ;

- (1) Those who have worked more than 2 years after earned a Bachelor's degree or an advanced diploma.
- (2) Those who earned a Bachelor's degree or an advanced diploma and be over 27 years old at entering this graduate school.

※ Those applying for (7) 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] Monday, September 14, 2015 [2nd Session] Tuesday, December 22, 2015

Entrance Examination

1. 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 October 5 (Mon), 2015

[2nd Session] by February 12 (Fri), 2016

The university will notify of receiving application by e-mail until the above day to all whose applications have been received in full. Please provide your email address through Application Form 1.

3. Date of Interview

[1st Session] October 7 (Wed), 2015

[2nd Session] February 17 (Wed), 2016

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

4. Location of Interview

Bunka Gakuen University

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

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, and walk along KoshuKaido Avenue toward Hatsudai for seven 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 30 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 delays 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.

Application Procedures

* Advance Consultation

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

[1st Session] by September 14 (Mon), 2015

[2nd Session] by December 22 (Tue), 2015

[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

[Email Address]

nyushi@bunka.ac.jp

*Skype Interview

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

1. Application Session

[1st Session] 9:30 AM on September 28 (Mon) to 4:00 PM on October 1 (Thu), 2015
[2nd Session] 9:30 AM February 2 (Tue) to February 8 (Mon), 2016

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 EMS (Express Mail Service).

The Admissions Office is opened from 9:30 AM to 4:00 PM.

Application documents submitted by mail must be received by 4:00 PM on the final day of the above application session. (Applicants must remit the application fee by bank transfer before submitting application documents. Please check "How to Remit the Application Fee" on next page.)

In case of sending the application documents by mail, send to the following mailing address.

*Mailing address for applications sent from overseas by EMS

Address : BUNKA GAKUEN UNIVERSITY GRADUATE SCHOOL ADMISSIONS OFFICE
3-22-1 YOYOGI, SHIBUYA-KU, TOKYO 151-8523 JAPAN

Phone : +81-3-3299-2311

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 (10,000 yen for International students)

How to Remit the Application Fee

- (1) Be sure to write "PA : Your Name" in the remitter blank on the bank remittance form.
- (2) Remit by bank transfer the application fee (35,000 yen for Japanese students / 10,000 yen for International students) to the bank account indicated below. You must remit the money at the bank counter using a bank teller (Do not use an automated teller machine [ATM].)
- (3) Paste the receipt (or the receipt copy) on **【Application Form 1】** where it is indicated "Paste bank remittance receipt for application fee here."

*To Remit the Application Fee from Overseas

Remittance fees will be charged by both the country of remittance and Japan. Confirm the remittance fees with the bank, and be sure to remit enough funds to cover both the application fee and the remittance fees.

[Bank Account]

Beneficiary Bank : MIZUHO BANK, LTD. (SWIFT Code : MHCBJPJT)

Beneficiary Branch : SHINJUKU-SHINTOSHIN BRANCH

Beneficiary Bank Address : 1-25-1 NISHI-SHINJUKU, SHINJUKU-KU, TOKYO 160-0023 JAPAN

Payee Name : BUNKA GAKUEN UNIVERSITY JUKENGUCHI

Payee Account Number : 1331982

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

Payee Telephone Number : 03-3299-2309

*To Remit the Application Fee Domestically

Complete the designated remittance form specified by your financial institution.

For more information, inquire at your financial institution.

[Bank Account]

受取人取引銀行 : みずほ銀行

受取人取引支店名 : 新宿新都心支店

受取人口座名義 : 文化学園大学受験口

口座番号 : 1331982 (普通預金)

4. Attention for Applying

- (1) Input the university-designated documents (documents ① and ⑤) on our website and then print them out.
[Attention] It is impossible to preserve while inputting on website.
- (2) Download the university-designated documents (documents ④ and ⑧) from our website, print them out and complete them by hand written.
- (3) Unless otherwise indicated, submit an original application written in English that you have completed within the last six months (photo must have been taken within the last three months). Any translated documents must have the signature and seal by the translator. (Translations may not be done by the applicants themselves.)
- (4) Applications will not be returned once submitted, and the application fee will not be refunded once remitted.
- (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 ⑦ and International students must complete application documents ① to ⑨. Midcareer applicants must submit documents ⑩ as well.

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 are asked to submit the documents by EMS (Express Mail Service).

① Application Form 1 - 2 **university-designated (online documents)**

Input correctly on the following website and do not leave any items blank. Unless otherwise instructed, complete the forms in English.

[Online Application Form] <https://bwu.bunka.ac.jp/global-fashion>

Read "How to Remit the Application Fee" on p.3 and remit the application fee of 35,000 yen (10,000 yen for International students) by bank transfer using a bank teller (not an automated teller machine [ATM]). Paste the receipt (or receipt copy) on **[Application Form 1]** where it is indicated "Paste bank remittance receipt for application fee here."

The application fee will may be remitted since September 1, 2015. Applications will not be accepted unless the application fee has been paid.

② Photograph

Paste to **[Application Form 1]** one head-and-shoulders and front colored photograph (3cm [width] × 4cm [height]) taken with the last three months prior to your application. The photograph is color, no hat on the plain background, and no snapshots. This photograph will be used for your student ID card in university.

③ 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 / TOEIC**

* **Standard 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 / PBT) [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.

[Standard Scores for Admission] The minimum score must be 61 (iBT) or 500 (PBT).

• **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.

[Standard Scores for Admission] The minimum score must be 600.

④ **Letters of Recommendation** **university-designated**

* **May be prepared in either English or Japanese.**

The recommendation must be written by your advisor at the university you attended most recently.

Any letter not written in English or Japanese must be accompanied by a translation into one of the two languages.

(translations may not be done by the applicant)

⑤ **Research Plan** **university-designated (online documents)**

Complete two sections of the Research Plan (**【 Application Form 3 】** ; total of 3 pages) on the following website, and print them.

[Online Application Form] <https://bwu.bunka.ac.jp/global-fashion>

⑥ **Transcript from the University Attended Most Recently**

* **May be prepared in either English or Japanese.**

Those who transferred from a junior college to a four-year university must also submit a transcript from their junior college with their application.

(translations may not be done by the applicant)

⑦ **Degree Certificate from the University Attend Most Recently or Certificate of Expected Graduation**

* **May be prepared in either English or Japanese.**

Any letter not written in English or Japanese must be accompanied by a translation into one of the two languages.

(translations may not be done by the applicant)

⑧ **The Sponsorship Pledge** **university-designated** [**For only International students**]

The Sponsorship Pledge must have the signature and seal of the person who will pay your expenses during studying at Bunka Gakuen University. Be sure to give the person sufficient time to complete the form.

⑨ **Certificate of Residence** (original) [**For only International students**]

Submit the certificate of residence issued by the municipal office where you live in Japan.

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

⑩ **Statement of Permitting to Apply for Graduate School Admission** [**For only midcareer applicants**]

* **May be prepared in either English or Japanese.**

Midcareer applicants who will continue to be affiliated with their workplace as they study at the university must submit a written statement prepared by their division head permitting them to apply for graduate school admission (there is no university-designated form for this statement).

Any letter not written in English or Japanese must be accompanied by a translation into one of the two languages.

(translations may not be done by the applicant)

< **To Whom Hopes to Reside in the Student Dormitory** >

If you want to apply for dormitory housing, place a checkmark in the box entitled "Dormitory Housing Request" on

【 Application Form 1 】. Also submit the Dormitory Housing Request Form (university-designated) completed with your other documents. See the details on pp.8-9.

< **International Students Requiring a Certificate of Acceptance for Admission** >

Place a checkmark in the box entitled "Require a Certificate of Acceptance for Admission" on **【 Application Form 1 】** if you require a Certificate of Acceptance for Admssion 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 pick up the certificate at the Admissions Office.

Place a checkmark in the box entitled "Send certificate by post" on **【 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 application. (Only one certificate will be issued in principle.)

Announcement of Results

The university will send the admissions results by post (either express mail or EMS [Express Mail Service]) on the date as belows. Admissions results will be also made available on the Internet during the period as belows. The admissions results via the Internet are unofficial; read the notification mailed by postal service to confirm your admissions results.

See p.7 for detail regarding the Internet service. This service is in Japanese only.

[1st Session] Internet - October 13 (Tue) 1:00 PM to October 15 (Thu) 5:00 PM Mail - by October 14 (Wed), 2015

[2nd Session] Internet - February 24 (Wed) 1:00 PM to February 26 (Fri) 5:00 PM Mail - by February 25 (Thu), 2016

* No telephone inquiries regarding admissions results will be accepted.

* Admissions results will be sent via EMS to applicants residing overseas. Results may arrive slightly late depending on the speed of the postal service.

* Contact us if you have been accepted at the university but enrollment materials do not arrive by two days after the date of announcement by post of admissions results.

* Be sure to indicate the correct address in the box entitled "Current Address" on the application form.

Enrollment Procedures

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 27 (Tue), 2015

[2nd Session] by March 10 (Thu), 2016

2. Information after Enrollment

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

University Expenses for 2016

※ University expenses are tax-free.

● Graduate School (Master's Program)

(monetary unit = yen)

Breakdown		Semester	First Semester (The sum paid at time of enrollment)	Second Semester	Total
Enrollment Fee	Others		300,000	—	300,000
	Current Students		130,000	—	130,000
Tuition			365,000	365,000	730,000
Facilities Cost	Others		87,500	87,500	175,000
	Current Students		75,000	75,000	150,000
Book Budget			12,250	12,250	24,500
Seminar and Training Costs			81,500	81,500	163,000
Student Activity Costs	Others		20,360	—	20,360
	Current Students		6,840	—	6,840
Medical Examination and Insurance Fee			1,500	—	1,500
Total	Others		868,110	546,250	1,414,360
	Current Students		672,090	533,750	1,205,840

■ Attention

- (1) The sum paid at time of enrollment is the total for the first semester of the first year.
- (2) In the second year, the facilities cost is each 75,000 yen per semester, the seminar and training costs are each 92,500 yen per semester, and student activity cost is 5,000 yen with the first semester fees.
- (3) International students pay an additional each 10,000 yen per semester every year for International Student Associate Fee.

■ Reduction or Exempting of Tuition for International Students

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

How to Confirm the Result on Website

The Internet service of admission result is in Japanese only.

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

パソコン、スマートフォン、携帯電話から、入学試験の合否を確認できます。
ただし、ここでの発表は補助的な手段ですので、改めて郵送する合否通知を確認してください。
下記の合否発表期間のみ確認できますので、各自でアクセスしてください。

■ 合否発表期間

1期 2015年10月13日(火) 13:00～10月15日(木) 17:00

2期 2016年2月24日(水) 13:00～2月26日(金) 17:00

■ 確認手順

URL <http://bwu.bunka.ac.jp/result>

QRコード



1. 上記URLを直接入力、またはQRコードを使用してアクセス。
2. 表示内容を確認し、「NEXT 次へ」をクリック。
3. 表示内容を確認し、「同意して利用する」にチェックを入れ、「NEXT 次へ」をクリック。
4. 「受験番号」(5ケタ)と「誕生日」(4ケタ)を半角英数字で入力。⇒「NEXT 次へ」をクリック。
5. 合否が表示されますので、確認してください。

注意事項

- ・当システム開始直後はアクセスが多くなりにくい状態が予想されます。その場合はしばらく時間を置いてからアクセスしてください。
- ・日本語フォントがインストールされていないパソコンでは表示されません。
- ・パソコンの性能やインターネットへの接続方法などで、表示に時間がかかる場合があります。
- ・各機器の操作方法ならびに合否の結果に関し、電話でのお問い合わせには応じかねます。
- ・ブラウザ設定により、画像のずれ・文字化け等の問題が発生する場合があります。その場合はブラウザの調整をしてください。

[携帯電話等ご利用時の注意]

- ・当システムは「なりすまし」「盗聴」「データ改ざん」等を防止するため、すべての通信に記号化プロトコルSSL認証をしています。よって、携帯電話等の仕様上SSL認証がとれない特定機種携帯電話では利用できません。URLにアクセスし、エラー画面になる等、表示されない場合はご契約の携帯電話会社にお問い合わせください。

To Applicants Wishing to Apply for Entering a Student Dormitory

Common dormitory for all schools within Bunka Gakuen.

Please observe the following application procedure carefully.

The university has three dormitories, the Fuchu International Student Hall (men and women), the Kodaira International Student Hall (women only), and the Hatsudai International Student Hall (women only). If you wish to enter one of them, please submit the Dormitory Housing Request Form (university-designated) along with other required documents. Also, please check the box entitled "Dormitory Housing Request" on 【 Application Form 1 】.

For details of both, please refer to the following.

■ Applying to Enter a Dormitory

1. Check the box entitled "Dormitory Housing Request" on 【 Application Form 1 】, and also fill out required information on the Dormitory Housing Request Form (university-designated), and submit these form with other required application documents.
2. In the case the number of applicants exceeds the vacancy capacity, applicants will be selected by lottery.
3. A set of documents concerning entering and living in a dormitory will be sent to applicants chosen by lottery.

■ Daily Rules

The university's student dormitories accept students from all over Japan and International students from overseas.

In order that the many students at the dormitories can live together and help one another to have a better student life, students wishing to apply to enter one of them are asked to observe the basic everyday rules to ensure they may enjoy a fulfilling dormitory life.

(excerpt from the Student Dormitory Regulations and Entrance Guide)

1. The gate or door opens at 7 AM and closes at 11 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). No visitors may stay overnight.
4. Pay attention to and check fire safety and locks.
5. A head of dormitory, deputy head of dormitory and administrator per floor are assigned to each student dormitory to ensure students may have a trouble-free dormitory life.
6. Dormitory stay is renewable each year.

* Contacts for information on entering a dormitory:

Bunka Gakuen University, Student Section (Phone 03-3299-2323)

	Fuchu International Student Hall (men and women)	Kodaira International Student Hall (women)	Hatsudai International Student Hall (women)
Location	3-1-1 Fuchu-cho, Fuchu-shi, Tokyo	3-3-1 Josuiminami-cho, Kodaira-shi, Tokyo	1-41-5 Nishihara, Shibuya-ku, Tokyo
Transportation	• 5 min. on foot from north exit from Fuchu station on Keio Line.	• 10 min. by Keio Bus from north exit from Musashikoganei station on JR Chuo Line. • 8 min. by Tachikawa Bus from north exit / 8 min. by Keio Bus from south exit from Kokubunji station on JR Chuo Line.	• 5 min. on foot from Hatsudai station on Keio New Line.
Commuting Time and Fee to Campus	Approx. 40 min. (train) Keio Line : 3,490 yen (monthly)	Approx. 50 min. (bus and train) JR : 7,050 yen + Bus : 7,010 yen (monthly) <small>* in case of accessing JR Musashikoganei station</small>	Approx. 20 min. (train) Keio New Line : 1,840 yen (monthly)
Facilities of Private Room	Bath Unit (separate bathtub and toilet) / Washstand	Bath Unit (bathtub, toilet, washstand)	Bath Unit (bathtub, toilet, washstand)
	Air conditioner / Telephone / Mini kitchen / Refrigerator / Freezer / Single bed (with storage) / Desk / Chair / Shelves / Shoe shelves / Closet / Mirror (full length) / Curtains / TV antenna / Internet connection (TV/PC not included)		
Common Facilities	Display space Seminar room Laundry / Drying space Common living area Mail corner	Seminar room Laundry / Drying space Conversation space Mail corner	Reading room Seminar room Laundry / Drying space Mail corner

■ Dormitory Expenses

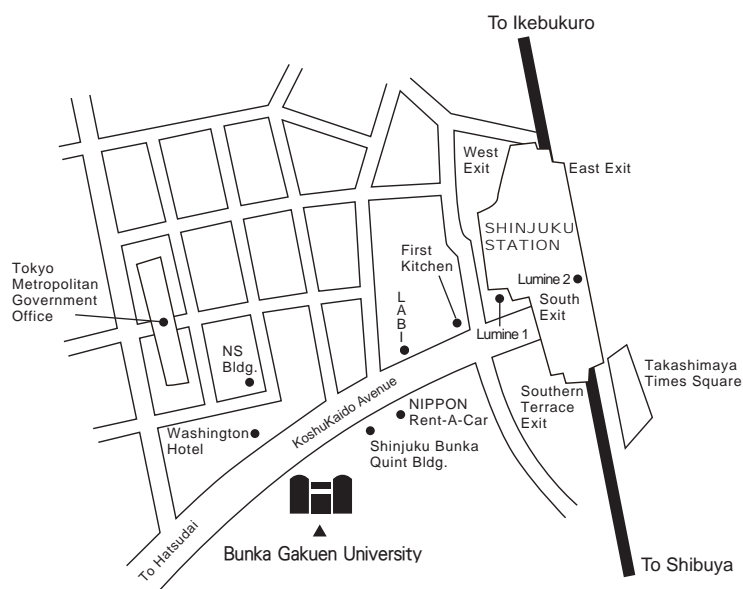
- Dormitory expenses are payable every half year (first and second semesters).
- Any amount paid will not be refundable as a general rule.
- Utilities and communications facility fees (Internet connection, etc.) are calculated and paid per room.

(monetary unit = yen)

Breakdown	Fuchu		Kodaira		Hatsudai	
	First semester (first year)	Second semester	First semester (first year)	Second semester	First semester (first year)	Second semester
Entrance Fee (first year only)	100,000	—	100,000	—	100,000	—
Room Charge	330,000	330,000	180,000	180,000	330,000	300,000
Common Service Expense	72,000	72,000	60,000	60,000	60,000	60,000
Total	502,000	402,000	340,000	240,000	460,000	360,000

Bunka Gakuen University

Map and Access to Campus / Examination Location



Address

3-22-1 Yoyogi, Shibuya-ku, Tokyo 151-8523

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, and walk along KoshuKaido Avenue toward Hatsudai for seven minutes.

Contact

TEL 03-3299-2311 (Admissions Office)

<http://bwu.bunka.ac.jp>

Examinee's Number		
PA	※	

(※For University Use)

Month Day Year
/ /

Bunka Gakuen University
To the President

Letters of Recommendation

For Candidate Use

Fill in your name and address, and sign your name as follows,
and then submit this letter to your recommender.

Name [seal]

Current Address

For Recommender Use

The above person apply for admission to the Global Fashion Concentration of Master's Program in Clothing Science Studies, Graduate School of Fashion and Living Environment Studies, Bunka Gakuen University. Please complete the following, and hand over this letter to the candidate.

Name [seal]

Organization (your post)

1. Relation to Candidate
2. Reason for Recommendation

Instruction at the time of entry

- Fill out in the thick box on the Sponsorship Pledge and the International Student Application Card.
(Asterisked items are for university use.)
- Paste photo to the International Student Application Card.

Examinee's Number
PA ※

(※For University Use)

Sponsorship Pledge

Bunka Gakuen University
To the President

Month / Day / Year

フリガナ 志願者氏名 <small>(If you are Japanese or write your name in Chinese characters, please write your name in characters.)</small>	Sex <input type="checkbox"/> Male <input type="checkbox"/> Female	Birth Date Month / Day / Year (Age)
Last First Middle	Nationality	
Name of Candidate (Registered name / used in passport)		
Current Address * Write in Japanese if you are residing in Japan.		Tel: Cell Phone: E-mail:
Home Address		Tel:

As the sponsor for the above person, I pledge to take responsibility for the following matters:

- To cover in full all university expenses and other necessary fees during his/her attendance at Bunka Gakuen University.
- To guarantee he/she will not violate the university's regulations.
- To cover in his/her full travel costs for repatriation if necessary.
- To guarantee that he/she will not violate Japanese law.

Sponsor (Sponser must fill in personally)

Name of sponsor [Seal]	Relation to candidate
Current Address * Write in Japanese if you are residing in Japan.	Tel: Cell Phone: E-mail:
Name of your company	
Address of your company * Write in Japanese if the company is residing in Japan.	Tel:

Contact person in emergency in Japan (unnecessary for overseas residents)

Name of sponsor [Seal]	Relation to candidate
Current Address * Write in Japanese if you are residing in Japan.	Tel: Cell Phone: E-mail:
Name of your company	
Address of your company * Write in Japanese if the company is residing in Japan.	Tel:

International Student Application Card

Examinee's Number ※

Month / Day / Year

フリガナ 志願者氏名 <small>(If you are Japanese or write your name in Chinese characters, please write your name in characters.)</small>	Sex <input type="checkbox"/> M <input type="checkbox"/> F	Birth Date Month / Day / Year (Age)
Last First Middle	Nationality	
Name of Candidate (Registered name/used in passport)		
Current Address * Write in Japanese if you are residing in Japan.		☎
Home Address		☎
Status of Residence	Date of Expiration (Month / Day / Year) ~ (Month / Day / Year)	

Graduate School
<input type="checkbox"/> 1st Period
<input type="checkbox"/> 2st Period

Paste your Photo
○This photograph will be used for your student identification card.
○Taken within the past three months prior
○3 X 4 cm /Color/One head-and-shoulders / Front/No hat/plain background/No snapshot
○Write your name on the back

To Whom Hopes to Reside in the Student Dormitory

Complete all required items on the Dormitory Housing Request Form designated by Bunka Gakuen University and submit it with your other application documents.

Place a checkmark in the box entitled "Dormitory Housing Request" on **Application Form 1** .

Examinee's Number

PA ※

(※For University Use)

Dormitory Housing Request Form

Month Day Year
/ / 20

フリガナ 氏 名 (If you are Japanese or write your name in Chinese characters, please write your name in characters.)			Sex <input type="checkbox"/> Male <input type="checkbox"/> Female
Last	First	Middle	
Name of Candidate (Registered name/used in passport)			
〒 —			
Current Address * Write in Japanese if you are residing in Japan.			
Tel:			
Dormitory you hope to reside (fill out your first, second, third choices)	First choice	Second choice	Third choice

Female students who have second and third preferences should enter them. Male students do not need it.

〈Addressee Label for mailing the result by lottery〉 *Complete your current address and name.

Examinee's Number ※

(※For University Use)

Examinee's Number ※

(※For University Use)

Current Address :

Name

Current Address :

Name
