Japan Student Services Organization (JASSO)
Tokyo Japanese Language Education Center

UNIVERSITY PREPARATORY COURSE
GRADUATE SCHOOL PREPARATORY COURSE

1 (One) Year Course Starting in April 2027

GUIDELINES FOR APPLICANTS

A. ADMISSION REQUIREMENTS AND SCREENING

1. APPLICATION NUMBER AND PERIOD

Enrollment time	Duration	Numbers(Capacity)	Application Period
Apr. 2027	1 (One) year	University Preparatory 120 Graduate School Preparatory 60	Aug.21, 2026 - Nov.17, 2026

* Curriculums and subjects for “University Preparatory Course” and “Graduate School Preparatory Course” are different because of each requirement.
*Application period may be extended without inform in advance.

2. QUALIFICATIONS REQUIRED

All of the following requirements must be met.

(1) Motivation for application: The applicant must wish to enroll in an undergraduate or graduate program at a university in Japan.

(2) Academic background: A person who does not hold Japanese nationality and has completed or is expected to complete a secondary education curriculum in a foreign country (including cases where the number of years to complete the secondary education curriculum is less than 12 years). However, the applicant must have completed the secondary education curriculum by the time of enrollment at the Center (April 1, 2027).

(3) Japanese language proficiency: In principle, at the time of application to the Center, the applicant must be able to demonstrate proficiency equivalent to A1 of the “Reference Framework for Japanese-Language Education” (*1) (JLPT N5 or equivalent) by submitting the following ①, or ① and ②, followed by interview screening explained at 8.

① The applicant must be able to submit a certificate of passing a test (*2) equivalent to A1 or above.

② A certificate of Japanese language learning history of 150 hours or more (including expected hours).

However, if the leaning history of ② is not completed at the time of application, the applicant is required to demonstrate Japanese language proficiency equivalent to A1 or above in the interview screening explained at 8. In addition, it is necessary to submit anew a certificate of Japanese language learning history of 150 hours or more at the time of enrollment at the Center.

(4) Course history: Applicants for the undergraduate program (those wishing to advance to a university undergraduate program) must, in principle, satisfy the following requirements at an upper secondary educational institution.

① Must have studied mathematics.

② Must have taken English classes or classes conducted in English.

③ In addition to ① and ②, applicants wishing to advance to humanities programs must have taken social studies subjects (at least one subject from among geography, history, politics, economics, etc.).

④ In addition to ① and ②, applicants wishing to advance to science programs must, have taken science subjects (two subjects from among physics, chemistry, and biology).

Applicants for the graduate program must, in principle, have taken English classes or classes conducted in English at a university undergraduate program or upper secondary educational institution.

*1: "Reference Framework for Japanese-Language Education" is a framework for learning Japanese based on the CEFR (Common European Framework of Reference for Languages). For a comparison with the Japanese-Language Proficiency Test (JLPT), please refer to "Japanese Language Proficiency Test JLPT - CEFR Level Reference Display" https://www.jlpt.jp/about/cefr_reference.html.

*2: For information on the exam, please refer to the "Japanese Language Proficiency" posted on the Tokyo Japanese Language Education Center website under "Download forms for admission for Preparatory Courses".
https://www.jasso.go.jp/ryugaku/jlec/tjlec/enrollment/download.html

3. DOCUMENTS REQUIRED

Please refer to "List of Application Documents and Details" and prepare all required documents.
https://www.jasso.go.jp/ryugaku/jlec/tjlec/enrollment/download.html

4. HOW TO APPLY

*Contact Person should bring the complete set of 3. DOCUMENT REQUIRED to our center and submit them on your behalf. Additionally, regarding the "Application Form," please send an Excel file containing the same information as the paper version to Tokyo Japanese Language Education Center by email. The Center will confirm both submissions and, if there are no issues, will accept them. Furthermore, once you have received notification that your application documents have been accepted, please promptly transfer the 6. APPLICATION FEE.

*"Contact Person" is someone who will act as an intermediary among the Center, the applicant, and the applicant's financial supporter, and will handle communication between the applicant and the Center at application and after enrollment. It is preferable for a Contact Person to reside in Japan, but they may reside overseas as long as they are able to communicate in Japanese or English and handle contacts as needed.

*Please let us know if applicants couldn't find a Contact Person in Japan.

* If the Contact Person is unable to come to the school, please contact the center in advance, mail the complete set of application documents and send the application form in Excel file as an email attachment. In that case, please do not transfer the application fee until you receive notification from the center that your documents have been accepted.

5. REQUIRED FEES AND REFUND RULES

After application documents are accepted, and upon enrollment, applicants will be required to pay 6. APPLICATION FEE and 11. SCHOOL EXPENSES, respectively.

Payments by cash or in installments are not accepted. Please see 6 and 11 for details.

6. APPLICATION FEE: JPY20,000

Please make a lump sum payment to the bank account designated by the Center, within two weeks after the acceptance of your application documents. Remittance fees and other charges are the responsibility of the applicant.

If applicants or the Contact Person send application documents by mail, please transfer the application fee after confirming the acceptance.
Application documents will be officially accepted once the Center have confirmed payment of the application fee. Paid application fees will not be refunded.

7. PLACE OF APPLICATION

Japan Student Services Organization

Tokyo Japanese Language Education Center - Student Affairs Division

*The detailed address and other contact methods are written at the end of this guideline.

8. APPLICANT SCREENING

The Center will conduct document screening and interview screening.
Interviews will generally be conducted online. The division in charge will contact applicants by email around the end of November to inform them of the date, time, and method of the interview. In the interview screening, we will evaluate the motivation for application, the course history by humanities or sciences track, Japanese language proficiency at the A1 level of the Reference Framework for Japanese-Language Education, financial status, and other matters stated in the application documents.
The selection results will be reviewed by the Admissions Selection Committee, and successful applicants will be determined.

9. ADMISSION RESULT NOTICE & ISSUE OF THE CERTIFICATE

The Center will inform applicants the result via email. For successful applicants the Center will send Admission Certificate to student or Contact Person in Japan in PDF format. The original will be sent with the Certificate of Eligibility (COE) when it is issued.

1 (One) year course starts from April, 2027 The result will be sent to applicants after early December 2026

10. STUDENT VISA

For obtaining student visa, applicants need the Certificate of Eligibility (COE) from the Tokyo Regional Immigration Services Bureau. For those who get accepted, the Center will begin applying for COE as applicants' proxy.
When applicants are granted with COE, the Center will notify it and send the COE directly to applicants (or through Contact Person in Japan, if any) by post mail. With the COE, applicants will apply for the student visa at the local Japanese Embassy or Consulate General of Japan.

11. SCHOOL EXPENSES

School Expenses should be settled at once into our bank account before the designated date.
*The Center does not accept payment by cash, check or credit, and by installments.
(All the bank charges and transfer fees will have to be covered by the applicant.)

【Break down: School Expenses as of August, 2026】 (Unit: JPY)

	1 (One) year course starts in April
Entrance Fee	80,000
Tuition Fee	625,000
Teaching Materials	36,667

Extra Activities	24,200
Maintenance Fee	57,000
Total	822,867

*Basically, paid fees (application fees and all the School Expenses) will not be refunded. However, if students withdraw from school before the date of withdrawal indicated in (*3) below, students may be eligible for a partial refund of the tuition and extracurricular activity fees (see *3 and *4 below).

(1) If students withdraw due to illness or other unavoidable reasons.

(2) If, with the consent of the Executive Director of the Japanese Language Education Center, students take the entrance exam for a university or other institution, are admitted, and have completed the enrollment procedures.

Please note that transfer fees and other expenses incurred in the refund will be borne by the student receiving the refund and will be deducted from the refund amount.

*3: Course, withdrawal date, and tuition refund amount:

Course	Date of withdrawal	Refund amount
1 year course	By the end of September of the current year	Half of Tuition Fee
1.5 year course	By the end of March of the following year	Two-thirds of Tuition Fee
1.5 year course	By the end of September of the following year	One-third of Tuition Fee

*4: Extra Activities Fee refund amount: The remaining amount of Extra Activities Fee for the period of which refunds are available based on the withdrawal date.

12. ENROLLMENT PROCEDURES

Please come to school by the end of the month prior to the month of enrollment to complete the enrollment procedures. Students will be contacted regarding the schedule.

When students come to school, please bring the following: 1) Tuition Fee payment record, 2) Admission Certificate, 3) Passport, and 4) Residence card (issued when entered Japan).

April 2027 Enrollment procedures of 1 (One) year course: the end of March 2027

B. AVAILABILITY OF DORMITORY, DETAILS AND FEES

13. DORMITORY

There is a dormitory (149 rooms) on the school grounds, and those who wish to live there can do so if there are vacancies. If students are interested, please inform the Center when submitting application documents. Please note that there are few vacancies, and only about 20% of self-financed international students are able to reserve a room in the dormitory (as of Aug. 2026), so please also look for an apartment or other accommodation. Please consult with the division in charge for information on how to search.

Monthly fees are 28,000 yen for dormitory fees and 2,000 yen for Wi-Fi usage, for a total of 30,000 yen. Upon moving into the dormitory, additional expenses of 15,000 yen as a dormitory entrance fee and 30,000 yen as a deposit will be required. Upon moving out, the electricity charges (actual cost) will be paid.

For details and fees, please see "School Life > Dormitories."

https://www.jasso.go.jp/ryugaku/jlec/tjlec/life/dormitory.html

C. ACTIVITY OTHER THAN PERMITTED UNDER THE STATUS OF RESIDENCE PREVIOUSLY GRANTED AND GENERAL NOTES REGARDING RESIDENCE STATUS

14. PART TIME WORK

The Center is a school specializing in academic advancement; therefore, part-time work is, in principle, prohibited. However, students may be permitted to work part-time after three months of enrollment if they have unavoidable financial circumstances and are deemed to have no problems with their grades or attendance rate.

Students who have received permission from the Center must decide on a part-time work, report to the Center, and then apply for and receive "Permission to engage in activities other than permitted under the status of residence previously granted" at the Immigration Bureau. Even if "Permission to engage in activities other than permitted under the status of residence previously granted" was printed on their residence card when entered the Japan, prior permission from the Center is still required.

For more information, please see "School Life > Student Life > Part-time Work".
https://www.jasso.go.jp/ryugaku/jlec/tjlec/life/dailylife.html

15. RESIDENCE STATUS

(Please also see 10. STUDENT VISA.)

The period of "Student" residence status will be recorded on passport and residence card, and students can apply for renewal up to three months before the expiration date. Certain documents are required for renewal, so please consult with the Student Affairs Division in advance.

After graduation, students will also need a graduation certificate from the Center to renew residence status, so please apply it well in advance.

D. GENERAL LIVING EXPENCES WHILE ATTENDING SCHOOL

16. GENERAL LIVING EXPENCES

The following is a rough estimate of monthly living expenses for international students.

Living costs in large cities like Tokyo are higher than in other areas. Housing costs are also high in areas like Shinjuku Ward, where the Center is located. If students can't rent an apartment near the school, students will need to pay for commuting.

Monthly Living Expenses (Excluding Study and Research Expenses)
National Average: ¥105,000
Kanto Region (outside Tokyo): ¥123,000
Tokyo: ¥130,000
Source: "Survey on Living Conditions of Privately Financed International Students in 2023" (JASSO), a website for studying in Japan.
https://www.studyinjapan.go.jp/ja/life/cost-of-living/

E. OTHER REFERENCE INFORMATION FOR PROSPECTIVE STUDENTS

17. SCHOLARSHIPS

Several scholarships are available to students. Applications for these scholarships are due after the summer vacation. The conditions for receiving each scholarship vary, but all require excellent grades and an attendance rate of 90% or higher (although some scholarships may not be open each year, and the number of applicants may change).

If a student who receives a scholarship is unable to graduate or to continue on to higher education may be required to repay the full amount of the scholarship. For more information, please refer to the information provided by the Center after enrollment.

18. NOTES AND REFERENCE INFORMATION

(1) Application guidelines, website content, and tuition fees are subject to change without notice.
(2) The names of programs and courses may change in the future.
(3) For school regulations and rules, please see the following link:
https://www.jasso.go.jp/about/disclosure/kitei/index.html#05
(4) For information on the Tokyo Japanese Language Education Center Alumni Association, please see the following link:
https://www.jasso.go.jp/ryugaku/jlec/tjlec/reunion/reunionlist/index.html

19. EXPLANATION BASED ON THE ACT ON THE ACCREDITING OFJAPANESE-LANGUAGE EDUCATIONAL INSTITUTES

Pursuant to Article 3 of the Act on the Accrediting of Japanese-Language Educational Institutes to Ensure Appropriate and Reliable Implementation of Japanese-Language Education, related laws and regulations, we hereby publish the following information.

① Overview of the Tokyo Japanese Language Education Center

The Tokyo Japanese Language Education Center is operated by the Japan Student Services Organization (JASSO). Its predecessor, the Japanese Language School of the International Students Institute, was founded in 1935. Since then, it has accepted over 20,000 students from 122 countries and regions.

We provide preparatory education for international students who wish to enter Japanese graduate schools, universities, colleges of technology, and other higher education institutions. We primarily accept students from Japanese government-sponsored colleges of technology and foreign government-sponsored students. Every year, students advance to major national, public, and private universities.

The Tokyo Japanese Language Education Center's “University Preparatory Course” has been designated by the Minister of Education, Culture, Sports, Science and Technology as a “Preparatory course for university entrance”. Since the founding of its predecessor, the Japanese Language School of the International Students Institute, the center has long been committed to promoting international mutual understanding through Japanese language education.

② Objectives and Goals of the Japanese Language Education Curriculum

In order to flexibly respond to the national policy on international students and contribute to international development from the perspective of human resource development, the Tokyo Japanese Language Education Center provides high-quality education tailored to the diverse needs of international students who wish to continue on to higher education institutions in Japan.

③ Organizer, Overview, and Location

Independent Administrative Organization Japan Student Services Organization (JASSO)
Corporate Overview: https://www.jasso.go.jp/about/organization/index.html
Corporate History: https://www.jasso.go.jp/about/organization/history/index.html
Achievements: https://www.jasso.go.jp/about/disclosure/gyoumu/index.html

Tokyo Japanese Language Education Center (formerly the Japanese Language School of the International Students Institute) History
https://www.jasso.go.jp/ryugaku/jlec/about/info/history/tjlec.html
Achievements: https://www.jasso.go.jp/about/disclosure/gyoumu/index.html
Address: 3-22-7 Kitashinjuku, Shinjuku-ku, Tokyo
https://www.jasso.go.jp/ryugaku/jlec/about/access/tokyo.html

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https://www.jasso.go.jp/en/ryugaku/jlec/tjlec/index.html
E-mail: info-tjlec@jasso.go.jp

Office hours: 9:00 am to 5:00 pm, Monday to Friday
Closed on Saturdays, Sundays, National Holidays and Year-end and New Year Holidays