



We inform you the recruitment of international students for admission in October 2026 as follows.

### 1. Period of Application

	Start date	Notes
1 <sup>st</sup> Application Session	May 7, 2026 (Thu)~	Business hour : From 9:30 AM ~ 4:30 PM ※Applications will close once the quota is reached.
2 <sup>nd</sup> Application Session	July 9, 2026 (Thu)~	

### 2. Course Outline

Course	Term	Graduate Title
Management Business	2 Yrs	Diploma

Class hours : 5 days a week (Monday to Friday) 9:30 am to 2:40 pm

Winter vacation : Mid-December to early January    Spring vacation : Mid-February to early April

Summer vacation : Mid-July to early September

### 3. Eligibility requirements    Applicants who meet all of the following criteria (1) to (3) are eligible.

- (1) Those who have completed **12 years** or more of regular school education abroad, or those who are recognized as having academic ability equivalent to or higher than the above.
- (2) Those who have received Japanese language education for **1 year or more** at “**Japanese language education institutions certified**” by the Minister of Education, Culture, Sports, Science and Technology or “**Japanese language education institutions established under the Ministry of Justice’s current notifications**”, or those who have received education for **1 year or more** at a **school stipulated in Article 1 of the School Education Act**.
- (3) Those who have **the ability to pay** tuition and living expenses during the period of enrollment.

### 4. Application documents

- (1) **Admission application form** (1 photo attached    length 4 cm × width 3 cm)
- (2) **Photo for student ID card** (1 photo attached    length 4 cm × width 3 cm)
- (3) **Applicant form**
- (4) **Attendance certificate, Certificate of expected graduation and Transcript** of Japanese language school
- (5) **Graduation certificate and Transcript** of the final school in your home country
- (6) **Passport, Residence card**
- (7) **National health insurance card, a qualification confirmation slip or a general information of qualification information**
- (8) **Expense payment statement** (all pages of all bank pass books under the applicant’s name)
- (9) **The most recent Resident Tax(or Non-Tax) Certificate and Tax Payment Certificate**

Please bring or mail the above documents to our school. Submitted documents will not be returned.

## 5. Selection

After document screening, applicants will be given a Japanese written test (equivalent to JLPT N2) and an interview test. There is **no exam fee**. Notification of pass/fail will be sent to applicants by mail.

## 6. School Fees and Admission Procedures

Those who passed, please pay the following school fees and complete the enrollment procedures.

	1 <sup>st</sup> Year School Fees		2 <sup>nd</sup> Year School Fees
	Full amount Payment	Payment in 3 times	
<b>Entrance Fee</b>	¥200,000	¥200,000	—
<b>Tuition Fee</b>	¥750,000	¥750,000	¥750,000
<b>Educational Materials · Training Fees</b>	¥30,000	¥30,000	¥30,000
<b>Facility Cost</b>	¥200,000	¥200,000	¥200,000
<b>Subtotal</b>	¥1,180,000	¥1,180,000	¥980,000
<b>International Student Scholarship</b>	- ¥250,000	- ¥200,000	- ¥50,000
<b>Total School Fees</b>	<b>¥930,000</b>	<b>¥980,000</b>	<b>¥930,000</b>

- (1) Please pay your first year School Fees using either ① or ② of the following methods.
  - ① In the case of lump sum payment: **930,000** yen must be paid by the deadline stated in the "Notice of First Year School Fees" enclosed with the "Notice of Acceptance"  
Students who have paid their school fees in full will be issued an "**Admission Certificate**" after July 2026.
  - ② In the case of payment in three times : **980,000** yen must be paid as follows.
    - 1st payment : **300,000** yen must be paid by the deadline stated in the "Notice of First Year School Fees"
    - 2nd payment : **300,000** yen must be paid by **August 21, 2026 (Fri)**  
After the second payment, "**Admission Certificate**" will be issued.
    - 3rd payment : **380,000** yen must be paid by **January 29, 2027 (Fri)**
- (2) The school fees for the second year are **930,000** yen and must be paid as follows:
  - 2nd year School Fees : Full payment by **September 10, 2027 (Fri)**
- (3) Regarding the handling of withdrawal from admission

If you decline admission due to unavoidable reasons after paying school fees, the following will apply.

Until September 30, 2026 (Wed), those who submit a notification of admission will be refunded tuition and related fees, excluding the entrance fee, accordance with "18 文科高第 536 号". Accordingly, tuition fee, etc. excluding entrance fee will be refunded.

On/After October 1, 2026 (Thu), regardless of the reason, school fees already paid are non-refundable.

This document is a translation of the original Japanese application guidelines.  
In the event of any discrepancy in content or interpretation, the Japanese version shall prevail.

Professional Training College  
Nakano School of Business

☎ : 0422-48-2347

