

**Toyo Gakuen University Graduate School of Business Administration
Research Student System
(Schedule for the Completion of a Master's Degree
in Business Administration)
12 July, 2018**

1. Toyo Gakuen University Graduate School of Business Administration Research Students (hereinafter referred to as *Research Student*)

Aim

When an individual has obtained a master's degree or is expected to obtain a master's degree at Toyo Gakuen University or an overseas partner university, they may be permitted to conduct further research under the guidance of a supervisor within Toyo Gakuen University Graduate School of Business Administration. For the purpose of further developing their research theme in the master's degree course, they can be approved to be admitted to the graduate school for a fixed period as a Research Student. The Research Student's period of registration shall be for one-semester or one year and shall be up to a maximum of two years.

2. Number to be admitted

A limited number.

3. Eligibility for application

- (1) At the time of application, a Japanese student or international student who is nearing completion or has completed a master's degree course at Toyo Gakuen University Graduate School of Business Administration;
- (2) At the time of application, a non-Japanese student who is nearing completion or has completed a master's degree course at an overseas partner institution.

4. Application Documents

- (1) Application form;
- (2) Statement of purpose;
- (3) Plan for post-graduation;
- (4) Research plan;
- (5) Summary of research conducted for the master's degree thesis;
- (6) Letter of recommendation from a supervisor or graduate education institution administrator;
- (7) Master's degree certificate or statement to confirm expected finish date
- (8) Transcripts (Graduate level);
- (9) Certificate of financial support;
- (10) Certificate of Japanese language ability or certificate of English proficiency (for non-Japanese nationals).

5. Selection method

Document examination, individual interview.

6. Admission Timing

Twice a year (Spring and Fall).

7. Expenses

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| (1) Screening fee: | 10,000 Yen |
| (2) Research instruction fee: | 350,000 Yen/year (half of the fee will be applicable in case of either Spring or Fall only) |

<u>Total</u>	<u>360,000 Yen/year</u>
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8. Toyo Gakuen University Graduate School of Business Administration

Regulations

Students must comply with all Toyo Gakuen University Graduate School of Business Administration regulations.

9. Other

- (1) To maintain visa and status of residence as an “International Student,” the Research Student must attend university classes for more than or equal to 10 hours a week.
- (2) In addition, an International applicant needs to clarify his/her concrete research objective when applying to become a registered Research Student. For example, the research purpose should state a desire to study about Japanese business, etc. Application documents (1), (2), (3), (4) will form the basis of screening.

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