

Extra Course Application for Credited Auditors (Graduate Program)

1. Extra Course Application

Credited auditors (non-degree students) who were admitted in the spring semester can add extra courses offered in the fall semester in the same academic year. When applying for additional courses, there is no need to pay an application fee, admission fee, or insurance fee.

2. Application Qualification

Only credited auditors who were admitted in the spring semester can add extra courses. For the new applicants who want to enter from the fall semester, please check the Application Guidelines.

3. Application Period

Friday, June 28, 2024 - Thursday, July 4, 2024 *Application category "Fall"

(Must be delivered by **July 4, 2024**, via registered mail or courier)

4. Application Materials

1) Extra Course Application Form (Designated form)

2) Interview Form (Designated form)

*Only for courses that require an interview.

3) Self-addressed envelope without stamps

*Clearly write your name, zip code and address in BLOCK LETTERS on a 332 × 240mm sized envelope, postal stamps are NOT necessary

*Additional documents may be required depending on the course you have chosen.

*Not required if applying only for courses offered at Tokyo Campus.

5. How to Submit Your Application

All applicants should submit the complete documentation within the designated application period. Designated forms can be obtained from the same webpage with the Application Guidelines. We only provide the forms in PDF format. Applicants may directly type in the relevant section and print it, or print and complete the forms by hand. The form must be printed on A4-single-sided paper.

For extra course application, a credited auditor must submit the required documents via simplified registered mail or bring them to the counter by the deadline to the Academic Service Office corresponding to the educational organization to which the credited auditor will belong. (See "14. Offices" in the Application Guidelines).

6. Note

In case of an application beyond the academic year, applicants must pay the application fee/admission fee/insurance fee for each year.

*Division of Educational Reform Support
Department of Educational Promotion
University of Tsukuba
TEL: 029-853-2239
Email: gm.kkikakugrp@un.tsukuba.ac.jp*