



Application Guidelines – September 2026 Enrollment **For Applicants under **OBEC Recommendation****

1. Number of International Students to be Accepted

- September 2026: 30 students

2. Application Eligibility

Applicants must fulfill the following requirements:

- Requirement 1: Educational Qualifications

- (1) Applicants **MUST** have completed or be expected to complete a 12-year program of education which is equivalent to the Japanese 12-year educational program.

The program must be completed after September 1, 2025.

* Note that applicants who attended a Japanese junior and/or senior high school for more than three years in total are **NOT** eligible to apply.

- (2) Only applicants who the University of Hyogo acknowledges to fulfill the condition of (1) are eligible to apply.

- Requirement 2: English Proficiency

- (1) The English proficiency equivalent to CEFR (Common European Framework of Reference for Languages) B2 and above, both as an overall proficiency score and in the respective 4 skills (Reading, Listening, Speaking and Writing), is required. Applicants are required to submit a score sheet demonstrating they have achieved the minimum scores on the standardized English proficiency tests described in the below table.

The English proficiency test must be taken on or after September 1, 2023.

Minimum English Proficiency Requirement					
	TOEFL iBT Test	IELTS	Cambridge English Language Assessment	TOEIC L&R/S&W	Duolingo English Test (DET)
Reading	18	5.5	160	400	100
Listening	17	5.5	160	385	95
Speaking	20	5.5	160	160	95
Writing	17	5.5	160	150	95
Overall	72	5.5	160	1,560※	100

※ The TOEIC score is calculated by multiplying the Speaking and Writing score by 2.5 times and adding the result to the Listening and Reading score.

(2) Applicants are not required to submit an English proficiency test score if they have completed or are expected to complete a formal education in English at an upper secondary institution. In this case, applicants must submit official documentation, such as English as a Medium Instruction Certificate to prove that the primary medium of instruction at the applicant's institution was English.

(3) If applicants are unable to submit (1) or (2), they must submit the "Certification of English Proficiency" form on page 13.

3. Screening Schedule

- Please follow OBEC's instructions regarding the document submission.
- Interview date and result will be notified by the University of Hyogo.

4. Selection Process

First selection of applicants is conducted by OBEC based on all submitted documents. After OBEC's screening, OBEC will recommend the candidates to the University of Hyogo. The interview exam will be conducted by the University of Hyogo. (approximately 30 minutes, to be held either in person or online). If necessary, the applicant's school and/or providers of letters of recommendations may be contacted for further information.

- Applicants do not need to come to Japan for any part of the selection process.
- Applicants are eligible for the interview only after they have completed the payment of an application fee.

5. How to Apply

- Please contact OBEC and submit necessary application documents listed in "6. Application Information and Documents" to OBEC.

6. Application Information and Documents

Required Information and Documents to be submitted via the Online Form.

Documents	Details	Remarks
① Applicant Information	Make sure that all entries are correct.	
② Educational History		
③ Facial Photo	<p>Send applicant's facial photo.</p> <p>Photo must be:</p> <ul style="list-style-type: none"> • Taken within the last 3 months • Clear • Taken against a plain background (no shade) • Taken with no cap nor hat • JPEG: 640 x 480 pixels (at least) 	
④ Application Essays	Each essay needs to be between 470 and 530 words in length. The application essays must be written in English. See Page 11 and 12.	
⑤ Documents Certifying English Proficiency	<p>(1) Submit a copy of the score sheet of the English proficiency tests equivalent to the B2 level or above of the CEFR. The score sheet must include both an overall proficiency score, and scores for each of the four skills (reading, listening, speaking and writing).</p> <p><English proficiency test></p> <ul style="list-style-type: none"> • TOEFL iBT (or TOFEL iBT Home edition) • IELTS (or IELTS Online) Take the IETLS "Academic" test not the "General Training" test. • Cambridge English Language Assessment • TOEIC L&R/ TOEIC S&W • Duolingo English Test (DET) <p>The English proficiency test must be taken on or after September 1, 2023.</p> <p>(2) Applicants are not required to submit an English proficiency test score if they have completed or are expected to complete a formal education in English at an upper secondary institution. In this case, applicants must submit official documentation, such as English as a Medium Instruction Certificate to proves that the medium of instruction was English.</p> <p>(3) If it is not possible to submit either (1) or (2), then applicants must submit the "Certification of English Proficiency" form on page 13.</p>	<p>(2) Send the original by postal mail: Only applicants who pass the exam.</p> <p>(3) Send the original by postal mail: Only applicants who pass the exam.</p>

⑥ School Recommendation	Ask a teacher to provide a letter of recommendation. The School Recommendation should be written in English with the signature of the school principal and an official school stamp. Attach an English translation if the recommendation is not written in English.	Send the original by postal mail: Only applicants who pass the exam.
⑦ Academic Transcripts	Submit all available academic transcripts from the 1st grade of high school to the date of application. The transcripts should be written in English. Attach an English translation if the transcripts are not written in English.	Send the original by postal mail: Only applicants who pass the exam.
⑧ Graduation Certificate or Diploma	Applicants who are in school prior to graduation must submit a Certificate of Projected Graduation issued by applicant's school. Attach an English translation if the certificate is not written in English.	Send the original by postal mail: Only applicants who pass the exam.
⑨ Proof of Application Fee Payment	After applicants pay the application fee, provide a proof of payment. For payment method, see "8. Application Fee".	
⑩ Declaration	Be sure to use a handwritten signature on the declaration.	Send the original by postal mail: Only applicants who pass the exam.
⑪ Copy of Passport (For passport holders)	Submit a copy of applicant's passport that shows the personal information with their photo.	
⑫ Certificate of Residence (For candidates residing in Japan)	Submit a Certificate of Residence (Juminhyo) issued by the municipal government that shows the applicant's residence status and period of stay. Note that a Certificate of Residence is not a Residence Card.	

【IMPORTANT NOTES】

- Use the designated forms attached to these guidelines for the following documents.
④ Application Essays ⑤(3) Documents Certifying English Proficiency
⑥ School Recommendation ⑩ Declaration
- The University of Hyogo will not return any submitted documents and certificates.
- If applicants are unable to submit the original document, submit a certified copy. ※
※What is a "certified copy"?
It is a copy of a document that can be used instead of the original. It must be checked and formally approved as a true and accurate copy by an official such as applicants' school principal, a notary, or a translation company.
- If applicants do not submit all the required documents, they will be asked to submit the missing items by a certain date. Failure to submit all the documents by the indicated deadline may result in disqualification for the interview.

7. Submission of Original Application Documents

- Please follow OBEC's instructions regarding submission of application documents.

8. Application Fee

- Only applicants who have been recommended by OBEC will receive the instructions of how to pay the application fee.
- The application fee must be paid before the interview exam.

For your information, below is the application fee amount and the payment method.

■ Application Fee

- Fee: 8,500 JPY ※When you pay, there is an additional handling fee to be charged.
- Payment method

(1) PayPal or (2) Bank transfer

Payment by (1) PayPal is highly recommended to avoid high international transfer fees. For example, PayPal charges a fee of 500 yen, while international transfers cost 6,000 yen.

If you prefer to pay by PayPal, please provide the name and email address of the payer on the Excel application form. We will send the application fee invoice through PayPal system accordingly.

9. Enrollment Process

Accepted applicants will be informed of enrollment procedures upon notification of having passed the entrance examination.

The admission fee of 141,000 JPY (excepting handling charges) must be paid within a week of the results notification in order to confirm your status as an accepted applicant.

■ Important Reminder

- Accepted applicants who do not complete the enrollment process by the indicated date will lose their status as accepted applicants.
- Admission to the University of Hyogo will be revoked if any false information or errors are found in the submitted documents, even after enrollment.

10. Standard Tuition Fees, Exemptions and Actual Amounts to be Paid

■ Tuition for September 2026 Enrollees

		Student Classification	1st Installment	2nd Installment	Total Amount (In JPY)
1st Year	All Students	Standard Tuition	267,900	267,900	535,800
		Special Exemption	133,950	133,950	267,900
		Actual Amount	133,950	133,950	267,900
2nd to 4th Year	Top 30% of Year	Standard Tuition	267,900	267,900	535,800
		Special Exemption	267,900	267,900	535,800
		Actual Amount	0	0	0
	Other Students	Standard Tuition	267,900	267,900	535,800
		Special Exemption	133,950	133,950	267,900
		Actual Amount	133,950	133,950	267,900

- All Global Business Course international students enrolling in September 2026 will receive a Special Exemption (tuition reduction by 50%) for 4 years.
- From the 2nd year to the 4th year, students will receive full exemption if their academic performance in the previous school year is within the top 30%.
- Academic performance will be reviewed on a yearly basis.
- The tuition fee is scheduled to be paid in 2 installments per year (October and May).
- Other scholarships may be available.

11. *MEXT Scholarship

In addition to above special exemptions, international students for September 2026 enrollment are eligible to apply for MEXT Scholarship (applicants may be subject to restrictions set by MEXT). 8 students will be selected by the university to receive this scholarship from among the students who are admitted through the GBC entrance exam.

- * The MEXT Scholarship is a special four-year full scholarship, one of the highest distinctions awarded by the Japanese Ministry of Education, Culture, Sports, Science and Technology (MEXT), with the goal to increase the number of high-performing international students studying in Japan.

For more information on the MEXT Scholarship, refer to the website below.

<https://www.u-hyogo.ac.jp/english/admissions/scholarship/>

- Remarks:

In order to apply for the MEXT Scholarship, applicants must first pay the application fee and the admission fee to enroll Global Business Course.

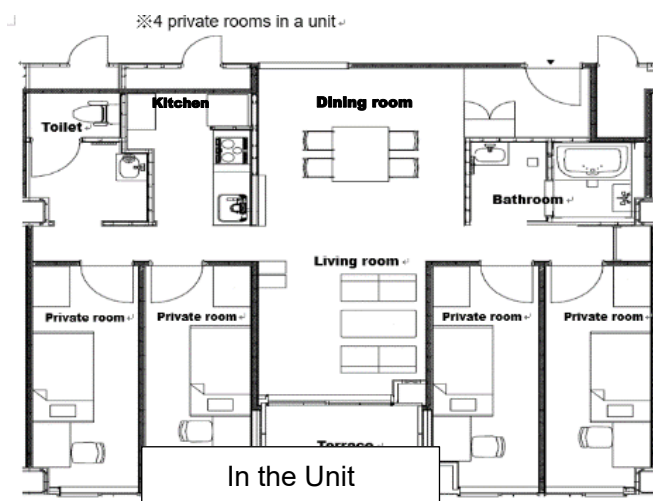
These fees will be refunded to the eight students after they are officially approved by MEXT.

12. International Dormitory “Global House” for 1st-year students of the Global Business Course

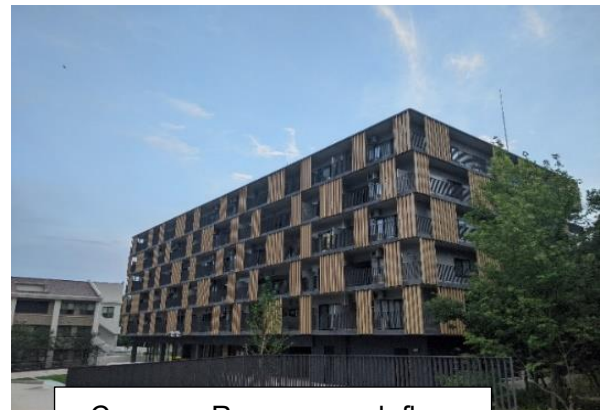
International and Japanese 1st year students of the Global Business Course reside in the International Dormitory, the “Global House”, which was built on Kobe Campus for Commerce in 2019. This facility provides students with an opportunity for cultural exchange with the aim to improve their intercultural understanding.

* The monthly room fee for the International Dormitory is 30,000 JPY including internet access and other utilities.

Unit Layout



Global House



Common Room on each floor



13. Estimated Expenses per Year

Items	Amount (JPY)	Amount (USD)	
1) Tuition Fee	267,900 JPY	1,786 USD	133,950 JPY (893 USD) per six months
2) Dormitory Fee (1st Year)	360,000 JPY	2,400 USD	30,000 JPY (200 USD) per month
3) Housing Cost (2nd to 4th Year)	600,000 JPY	4,000 USD	50,000 JPY (333 USD) per month
4) Living Expenses	900,000 JPY	6,000 USD	75,000 JPY (500 USD) per month
5) Return Air Fare	150,000 JPY	1,000 USD	Round trip
Annual Amount (1st Year)	1,677,900 JPY	11,186 USD	1) + 2) + 4) +5)
Annual Amount (2nd to 4th Year)	1,917,900 JPY	12,786 USD	1) + 3) + 4) +5)
Total Amount (1st to– 4th Year)	7,431,600 JPY	49,544 USD	-

(150.00 JPY/USD)

* The figures given above are a minimum estimate. Please note that additional expenses may apply.

14. Other Expenses

Accepted applicants will be informed additional costs such as education and research insurance, health checkups and other expenses prior to enrollment.

Please bring a sufficient amount of money to cover for personal expenses for several weeks after arrival in Japan.

*

※For Specially Designated Partner Schools

* For office use only

Application Essays

Please answer the following two questions in English using legible characters and in your own words.

- ① This Essay form must be used and submitted as a Word file. Do not use a PDF file.
- ② Only typed answers will be accepted. Please do not submit handwritten answers.
- ③ If you quote someone else's words, please use quotation marks (" ") and provide a citation, including a URL if available.
- ④ Each answer needs to be between 470 and 530 words in length. Please include a word count where indicated.
- ⑤ Points will be deducted for any answer that is shorter or longer than the required length.

1. What do you want to study in the Global Business Course at the University of Hyogo?

Why are you interested in these areas?

(/ words)

Citations (reference list) and a URL if available:

1)

2)

2. Recount a time when you experienced a setback or failure. How did this experience affect you?
What did you learn from this experience?

(/ words)

Citation (reference list) and a URL if available:

1)

2)

*

* For office use only

Certification of English Proficiency

If you have not taken any official English language proficiency tests and you are not able to submit evidence as mentioned in page 3, please certify your English proficiency by submitting this form prepared by an English teacher in your school.

To the person completing this form:

Please write your comments about the applicant's English language abilities in English and indicate your relationship with the applicant.

This is to certify that the English language proficiency of Mr./Ms. _____ is above the CEFR B2 level in overall proficiency and all four skills (reading, listening, speaking and writing). I expect that the applicant will be able to study successfully in a university program that uses English as a medium of instruction.

* Definition of CEFR B2 by Council of Europe

Global scale - Table 1 (CEFR 3.3): Common Reference levels

<https://www.coe.int/en/web/common-european-framework-reference-languages/table-1-cefr-3.3-common-reference-levels-global-scale>

Self-assessment grid - Table 2 (CEFR 3.3) : Common Reference levels

<https://rm.coe.int/CoERMPublicCommonSearchServices/DisplayDCTMContent?documentId=090000168045bb52>

School Name _____

Your Title _____

Full Name _____

Handwritten Signature _____

Date _____

School
Seal

School Recommendation

Please ask your high school teacher to complete this form according to the instructions.

To the person completing this form

Please write your recommendation in English. Please describe the applicant and their academic skills in as much detail as possible. Please ask the principal of your school to sign this form and endorse it with an authorized school seal.

Applicant's Name

Family Name: _____

Given Name(s): _____

1. Please indicate the academic rank of the applicant by checking ☒ the appropriate box and indicate the actual rank in their grade:

- ☐ Top 5% (The applicant is ranked number ____ out of ____ students in their grade.)
- ☐ Top 10% (The applicant is ranked number ____ out of ____ students in their grade.)
- ☐ Top 30% (The applicant is ranked number ____ out of ____ students in their grade.)
- ☐ Lower than top 30% (The applicant is ranked number ____ out of ____ students in their grade.)

2. How does the applicant compare in the following academic areas with other students? Please check ☒ the appropriate box.

	Truly Exceptional	Excellent	Very Good	Good	Below Average	Unable to Assess
Overall Academic Ability						
Analytical Ability						
Originality/ Creativity						
Flexibility						
Ability of oral expression						
Ability of written expression						
Ability to work with others						
Leadership						

3. Please add any other comments about the applicant's character/personality that may not be reflected on their academic transcripts.

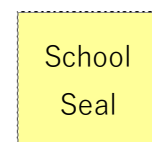
Date: _____

Prepared by: _____

Handwritten signature: _____

Authorized by (Principal's name in print): _____

Handwritten signature: _____



*

* For office use only

Declaration

I declare that all the information provided in this application and all required documents are complete and accurate to the best of my knowledge.

I confirm that I am eligible to apply to the Admissions for International Applicants.

I understand that any errors found in the information that I provide may invalidate my application and may result in the dismissal of my application even if I am admitted to the University of Hyogo.

Printed/Typed Full Name: _____

Signature by Handwriting: _____

Date: _____