Qualifications for Admission
The applicant must comply with the conditions listed below:
1. The applicant must be a baptized Christian who accepts Tokyo Christian University’s statement of faith.
2. The applicant must be eighteen years of age or above and must have attained high school graduation or its equivalent by the time of matriculation into TCU, as indicated in one of the following ways:
   a) The applicant must have completed or expect to complete twelve years of standard school education before entering TCU; or
   b) The applicant must hold an International Baccalaureate, Abitur, or Baccalaureate; or
   c) The applicant must have an equivalent education as documented by the competent educational authority in his/her home country (homeschoolers are encouraged to apply; contact the Admissions Office for more details).
3. The applicant must have adequate English proficiency to understand university courses in English.

Application Type
<Application from Overseas>

<table>
<thead>
<tr>
<th>Application Period</th>
<th>Result Notification</th>
<th>Enrollment Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Early Admission</td>
<td>September 1, 2017~ November 8, 2017</td>
<td>On/before December 8, 2017</td>
</tr>
<tr>
<td>Fall Regular Admission</td>
<td>November 9, 2017 ~ January 31, 2018</td>
<td>On/before May 1, 2018</td>
</tr>
<tr>
<td>Fall Late Admission I</td>
<td>February 1, 2018 ~ April 23, 2018</td>
<td>On/before May 17, 2018</td>
</tr>
</tbody>
</table>

<Application within Japan>
The applicant must have Japanese nationality or valid status of residence in Japan.

<table>
<thead>
<tr>
<th>Application Period</th>
<th>Result Notification</th>
<th>Enrollment Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Early Admission</td>
<td>September 1 ~ November 8, 2017</td>
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<tr>
<td>Fall Regular Admission</td>
<td>November 9, 2017 ~ January 31, 2018</td>
<td>On/before May 1, 2018</td>
</tr>
<tr>
<td>Fall Late Admission II</td>
<td>February 1 ~ June 8, 2018</td>
<td>On/before July 9, 2018</td>
</tr>
<tr>
<td>Fall Late Admission III</td>
<td>June 11 ~ July 6, 2018</td>
<td>On/before August 3, 2018</td>
</tr>
</tbody>
</table>

*International students and Japanese students who wish to be considered for TCU’s scholarship for students with financial need are strongly encouraged to submit their applications during the “Fall Early Admission” or “Fall Regular Admission” period.

*Result notification will be sent by email to the applicants.
Submitted documents will not be returned and will not be used for any purpose other than admissions and scholarship related matters.

For Fall Early Admission, Fall Late Admission I, and Fall Late Admission II
1. The applicant fills out application and submits the documents listed below, including essays.
2. The applicant will first be evaluated on the basis of the submitted documents together with the essays. Decisions are made only on completed applications.
3. Successful candidates of the preliminary screening will be given an interview.

<table>
<thead>
<tr>
<th>Application Documents</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Application form with essays</td>
<td>Form supplied by TCU. Attach a photograph.</td>
</tr>
<tr>
<td>Pastoral reference</td>
<td></td>
</tr>
<tr>
<td>Christian reference</td>
<td>Form supplied by TCU.</td>
</tr>
<tr>
<td>Academic reference</td>
<td></td>
</tr>
<tr>
<td>Official Academic Transcript</td>
<td>Original documents must be mailed to TCU.</td>
</tr>
<tr>
<td>Proof of Secondary School Graduation</td>
<td>See “Important Note A” below.</td>
</tr>
<tr>
<td>Official results of a university entrance qualification examination and/or other standardized test</td>
<td>Official result must be mailed to TCU. See “Important Note B” on page 3.</td>
</tr>
<tr>
<td>Parent’s or Guardian’s Agreement</td>
<td>Form supplied by TCU.</td>
</tr>
<tr>
<td>Church bulletin or brochure from the applicant’s home church</td>
<td></td>
</tr>
<tr>
<td>Entrance examination fee</td>
<td>See “Important Note D” on page 5.</td>
</tr>
<tr>
<td>A photocopy of resident card (both front and back)</td>
<td>Submit the photocopies with other application materials.</td>
</tr>
<tr>
<td>A photocopy of passport</td>
<td>*Applicable for international students who live in Japan at the time of application.</td>
</tr>
<tr>
<td>Health Status/ Special Assistance Request</td>
<td>Form supplied by TCU. *For those who are applicable.</td>
</tr>
</tbody>
</table>

*Send application to: ACTS-ES Admissions Office, Tokyo Christian University
3-301-5-1 Uchino, Inzai City, Chiba 270-1347 JAPAN
(Only completed applications received by the application deadline will be screened.)

<Important Note A: Official Academic Transcript and Proof of Secondary School Graduation>

1. Official Academic Transcript
   The general principle is that we need official evidence that you have twelve or more years of primary and secondary education along with proof that you successfully completed a prescribed course of studies equivalent to graduation from a Japanese high school. Students with only a secondary education must provide a transcript from their secondary school. Students with one or more years of post-secondary education need only provide a transcript from their post-secondary institution. A photocopy or replication of the transcript is acceptable. The copy, however, must bear an original mark, seal, or signature of the issuing institution. Photocopies or other replications of the mark, seal, or signature are not acceptable.

2. Proof of Secondary School Graduation
   If you provide a transcript from your secondary school, that transcript normally guarantees your graduation and no further evidence is necessary. If you provide an official transcript from your post-secondary institution, and if that transcript notes your previous graduation from a secondary school, no further evidence is necessary. If your official transcript does not guarantee your secondary school graduation, you must offer some other proof, such as a diploma. If you use your diploma or a similar document as the proof, please do NOT send the original. A photocopy is acceptable. However, the copy must bear the mark, seal, or signature of the issuing institution. Photocopies or other replications of the mark, seal, or signature are not acceptable.

3. Students who have not graduated from high school at the time of their application
   With your application you must provide an official transcript of your work up to the point of the application, and you must provide acceptable proof that you are following a course of study that will lead to graduation before enrollment at Tokyo Christian University. Your acceptance, if granted, will be contingent upon completing your course of studies. Before your actual enrollment at Tokyo Christian University, you must provide an official and final transcript as stipulated in number 1; and if the transcript does not indicate graduation, you must also provide a separate proof of graduation as stipulated in number 2.
Students taking “A-level” or similar examinations
In some countries, there is no actual graduation from secondary school. Passing certain government-authorized exams serves the same function. In such cases, please provide proof of having passed these exams and your marks. A photocopy or replication of the original document is acceptable. However, the copy must bear the mark, seal, or signature of the issuing institution. Photocopies or other replications of the mark, seal, or signature are not acceptable.

<Important Note B: Official results of a university entrance qualification examination and/or other standardized test>
Native English speakers from the United States, United Kingdom, the Republic of Ireland, Australia, Canada, New Zealand, or the British West Indies
Submit official results of at least one university entrance qualification examination or standardized test (SAT, ACT, IB, GCE, Baccalaureate, Abitur; for other tests, please consult with the TCU ACTS-ES Admissions Office). The official test results must be sent directly to TCU ACTS-ES Admissions Office from the test centers.
For SAT, enter TCU’s school code ‘6898’ when you request the official score report to be sent to TCU.

Japanese and international students from countries other than the above
Submit official results of an English proficiency test (TOEFL or IELTS). English proficiency test scores must be no more than two years old, and the official test results must be sent directly to TCU ACTS-ES Admissions Office from the test centers by the deadline. We recommend that you register early, as test centers fill up quickly.
For TOEFL, you will need to enter TCU’s school code ‘8472’ for the ‘Recipient Code’ when you request the official score report to be sent to TCU.

*If the applicant fulfills all of the following criteria written below, he or she may submit the results of one or more of the university entrance qualification examinations or standardized tests listed above (SAT, ACT, etc.) to fulfill the English proficiency requirement instead of an English proficiency test score (TOEFL or IELTS). However, the Admissions Office strongly encourages all non-native English speakers to take an English proficiency test. The requirements for this exception are as follows:

1) The applicant has studied as a full-time student in the United States, the United Kingdom, the Republic of Ireland, Australia, Canada, New Zealand, or the British West Indies within the last two years, OR at an international school where English is the language of classroom instruction within the last two years.
2) AND the applicant has taken at least one English class with a grade of B or better.
3) AND the applicant has a good academic record at the school attended.
For Fall Regular Admission and Fall Late Admission III

1. The applicant fills out application and submits the documents listed below, including essays.
2. The applicant will first be evaluated on the basis of the submitted documents together with the essays. Decisions are made only on completed applications.
3. Successful candidates of the preliminary screening will be given an interview by telephone or an online conference call (such as Skype).
4. A face-to-face interview will be arranged between a TCU representative and successful applicants of the telephone interview. A written exam (reading and writing) will be conducted along with the interview. If the candidate is in Japan, he/she will be asked to come to TCU campus. For most students outside of Japan, a TCU representative will travel to the candidate’s region.

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</tr>
<tr>
<td>Official Academic Transcript</td>
<td>Original documents must be mailed to TCU.</td>
</tr>
<tr>
<td>Proof of Secondary School Graduation</td>
<td>See “Important Note A” on page 2.</td>
</tr>
<tr>
<td>Parent’s or Guardian’s Agreement</td>
<td>Form supplied by TCU.</td>
</tr>
<tr>
<td>Church bulletin or brochure from the applicant’s home church</td>
<td></td>
</tr>
<tr>
<td>Entrance examination fee</td>
<td>See “Important Note D” on page 5.</td>
</tr>
<tr>
<td>Official results of a university entrance qualification examination and/or other standardized test</td>
<td>For those who wish to have TCU written exam waived only. See “Important Note C“ below.</td>
</tr>
<tr>
<td>A photocopy of resident card (both from and back)</td>
<td>Submit the photocopies along with other application materials.</td>
</tr>
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<td>*Applicable for international students who live in Japan at the time of application.</td>
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</table>

*Send application to*: ACTS-ES Admissions Office, Tokyo Christian University
3-301-5-1 Uchino, Inzai City, Chiba 270-1347 JAPAN
(Only completed applications received by the application deadline will be screened.)

<Important Note C: Waiver of the Written Exam >
The written exam may be waived if the applicant submits official results of a university entrance qualification examination and/or other standardized test (SAT, ACT, IB, GCE, Baccalaureate, Abitur, etc.)

For Native English speakers from the United States, United Kingdom, the Republic of Ireland, Australia, Canada, New Zealand, or the British West Indies
Official results of at least one university entrance qualification examination or standardized test (SAT, ACT, IB, GCE, Baccalaureate, Abitur; for other tests, please consult with the TCU ACTS-ES Admissions Office). The official test results must be sent directly to TCU ACTS-ES Admissions Office from the test centers. For SAT, enter TCU’s school code ‘6898’ when you request the official score report to be sent to TCU.

For Japanese and international students from countries other than the above
Official results of an English proficiency test (TOEFL or IELTS). English proficiency test scores must be no more than two years old, and the official test results must be sent directly to TCU ACTS-ES Admissions Office from the test centers by the deadline. We recommend that you register early, as test centers fill up quickly.
For TOEFL, you will need to enter TCU’s school code ‘8472’ for the ‘Recipient Code’ when you request the official score report to be sent to TCU.

*If the applicant fulfills all of the following criteria written below, he or she may submit the results of one or more of the university entrance qualification examinations or standardized tests listed above (SAT, ACT, etc.) to fulfill the English proficiency requirement instead of an English proficiency test score (TOEFL or IELTS). However, the Admissions Office strongly encourages all non-native English speakers to take an English proficiency test. The requirements for this exception are as follows:

1) The applicant has studied as a full-time student in the United States, the United Kingdom, the Republic of Ireland, Australia, Canada, New Zealand, or the British West Indies within the last
two years, OR at an international school where English is the language of classroom instruction within the last two years.

2) AND the applicant has taken at least one English class with a grade of B or better.

3) AND the applicant has a good academic record at the school attended.

<Important Note D: Entrance examination fee>
Tokyo Christian University charges entrance examination fee for each application.

Applicants applying from outside Japan
The payment must be made by an International Postal Money Order (US$50). It should be made out to Tokyo Christian University, and sent to TCU ACTS-ES Admissions Office along with other application documents. Bank checks and bank drafts are not acceptable.

Applicants applying within Japan
The entrance examination fee of 5,000 yen must be transferred to the following account:

郵便振替口座 Japan Post Bank
Account Number: 00180-9-352711
Account Name: 東京キリスト教学園  Tokyo Kirisutokyo Gakuen

Waiver-request for entrance examination fee
In the case of hardship in paying the application fee, it may be waived with the approval from the ACTS-ES Admissions Office. Submit a waiver-request, explaining your financial situation when you apply. The ACTS-ES Admissions Office will evaluate the request and decide whether or not to approve it. In the event that your waiver-request is denied, your submitted application will be considered upon payment of the application fee.
Scholarship

Given the low rates of tuition and room and board (especially compared to North American and other private colleges in developed countries), few scholarships are available to Japanese students, North American students, Western European students, or other students coming from families or situations with comparable resources. If the student’s family does not have sufficient resources to pay the tuition and fees, the university expects students from these areas to take advantage of loans, support from their congregations, and similar resources. Nevertheless, if a student demonstrates financial need and lack of resources, he or she may qualify for some level of financial aid (grants and other scholarships). All students who have serious financial need, therefore, are encouraged to apply for financial aid.

It should be noted that although married persons are welcome to study at TCU, TCU does not provide any scholarship or other financial assistance for family members. And it is almost impossible for spouses without adequate Japanese to find jobs to cover their own expenses and that of any children. Therefore, only unmarried students without any obligation to support other people (parents, brothers, sisters, etc.) will find it practical to attend TCU on a scholarship.

1. TCU Scholarships

In most cases, notification of the result of the scholarship application will be made after the result of the admission application is made. The initial scholarship covers only the first year. It is necessary to apply to the scholarship each year in case you need it for the subsequent years.

<table>
<thead>
<tr>
<th>Amount</th>
<th>Eligibility</th>
<th>How to Apply</th>
</tr>
</thead>
<tbody>
<tr>
<td>Scholarship to Students of the Asian Christian Theological Studies for English Speakers Program</td>
<td>To be determined based on the applicant’s financial need.</td>
<td>Submit the financial aid application and essay No. 3 at time of application for admission.</td>
</tr>
<tr>
<td>Scholarship to Alumni Family Members*</td>
<td>100,000 yen Family members of alumni of Tokyo Christian University or one of its predecessor schools.</td>
<td>Submit scholarship application form at time of application for admission.</td>
</tr>
<tr>
<td>Scholarship to Children of Church Ministers*</td>
<td>100,000 yen Children of church ministers.</td>
<td>Submit scholarship application form at time of application for admission.</td>
</tr>
</tbody>
</table>

*If you are eligible for both scholarships, you may apply for the Scholarship for Alumni Family Members and the Scholarship for Children of Church Ministers at the same time.

2. U.S. Department of Veterans Affairs (for students from USA)

U.S. Department of Veterans Affairs benefits are available to eligible students enrolled in the ACTS-ES program. Note that the Department of Veterans Affairs determines a student’s eligibility for educational benefits. See the VA Web site (www.gibill.va.gov) for information on each veteran benefit.
### Tuition and Fees (2018–2019)

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount per year in yen</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition</td>
<td>694,000</td>
<td></td>
</tr>
<tr>
<td>Use of facilities</td>
<td>205,000</td>
<td></td>
</tr>
<tr>
<td>Dormitory</td>
<td>248,000</td>
<td>Including utilities (except electricity) and maintenance. The dormitory room is for ten and a half months per year. Additional payment will be required if the student stays in the dormitory longer.</td>
</tr>
<tr>
<td>Dormitory electricity</td>
<td>10,000</td>
<td>Adjustments based on actual costs will be made.</td>
</tr>
<tr>
<td>Board</td>
<td>294,000</td>
<td>Including three meals a day on weekdays (except holidays) and lunch and supper on Saturdays during trimester periods.</td>
</tr>
<tr>
<td>Insurance and other fees</td>
<td>68,000</td>
<td>Injury insurance, school retreat, and medical check-up</td>
</tr>
<tr>
<td>Total</td>
<td>1,519,000</td>
<td></td>
</tr>
</tbody>
</table>

*The tuition and fees are subject to change each year.

*The chart is for residence in the singles’ dormitory. Please inquire about the fees for the family dormitory.

### Payment Deadlines

Those who are accepted must enroll before the date specified by TCU by paying 558,500 yen and submitting the required documents listed below to TCU. Payment must be made through international wire transfer from a bank.

Payment periods for the winter and spring trimesters of the 2018–2019 academic year are as follows:

- Winter trimester: December 1-20, 2018 480,500 yen
- Spring trimester: April 1-20, 2019 480,000 yen

### Refund Deadline

Please contact TCU ACTS-ES Admissions Office by July 31st if you wish to withdraw your application after paying tuition and fees.

Those who apply for Fall Late Admission III, please contact TCU ACTS-ES Admissions Office by August 17th if you wish to withdraw your application after paying tuition and fees.

### Required Documents for Enrollment

TCU will send the necessary forms to successful candidates:

1. Health form, to be completed by a licensed medical doctor.
   *Admission will be contingent upon a doctor’s certification of the physical and mental health of the applicant.
2. A photocopy of the candidate’s passport.
3. The necessary documents for obtaining a student visa from the government of Japan.
   *Those who without Japanese nationality only.
4. “Affidavit of Support” to certify that the financial resources to support the student are in place.
5. Application for a room in one of TCU’s dormitories.
6. “Agreement of Understanding” to enroll at TCU.

### ACTS-ES Admissions Office

Tokyo Christian University
3-301-5-1 Uchino, Inzai City, Chiba 270-1347 JAPAN
Phone: +81-476-46-1131  Fax: +81-476-46-1405
Email: acts@tci.ac.jp
URL: http://www.tci.ac.jp/english/admissions/acts
Tokyo Christian University
THE STATEMENT OF FAITH

Tokyo Christian Institute is founded on the Biblical, historical and orthodox rule of faith, which was consistently revealed in both the Old and the New Testaments, expressed in the Ecumenical Creeds of the Ancient Church, and proclaimed in the Reformation. In response to various challenges, including those stemming from certain aspects of the Enlightenment and liberal theology, contemporary Evangelical faith has endeavored to defend this historical faith and to practice the piety of belief.

The articles which are the basis of this Evangelical faith are the following:

1. The Bible, which consists of 66 books of the New and Old Testaments, was written by each writer under the perfect inspiration of the Holy Spirit. Thus in the original writings there is no error, and it contains all that God desires to reveal to human beings concerning salvation. The Bible is the single and absolute standard for faith and practice.

2. The living and true God is one, who is eternally existent in three persons - Father, Son and Holy Spirit.

3. God created all things, visible and invisible from nothing, the same being subject to His absolute sovereignty.

4. Adam was created in the image of God in right relation with God, but was tempted by Satan and sinned against the will of God, thereby incurring both the pollution and punishment of sin with the result of both spiritual and physical death. All human beings are therefore born with a sinful nature being sinners in thought, word and deed.

5. The Lord Jesus Christ is true God and true man. He was begotten by the Holy Spirit and born of the Virgin Mary, died on the cross for the sins of the world, was buried, and was raised again on the third day according to the Scripture. He ascended to heaven and sits at the right hand of God where he executes his ministry as high priest for us.

6. Because of the substitutionary death of our Lord Jesus Christ, all who believe in Him are forgiven of their sins and justified by faith and redeemed from the penalty and dominion of sin. There is no other way to salvation.

7. The Holy Spirit is a person whose ministry is to convict and regenerate sinful human beings, making them children of God, empowering them for a life of holiness and service, and conforming them to the image of Christ.

8. The church universal is the body of Christ, and all who are born again by the Holy Spirit become members thereof, Christ being the head. The church on earth, in a manner befitting Christ its head, should maintain purity of faith and life; and according to His command, should preach the Gospel to every creature.

9. Our Lord and Savior, Jesus Christ, is coming again personally, bodily and visibly. He will raise bodily the just and the unjust, one to everlasting blessedness and the other to everlasting punishment, after which He will renew all things and deliver the kingdom to God the Father.
Tokyo Christian University
Department of Theology Admission Policy

Tokyo Christian University (TCU) is an inter-denominational Protestant institution that aims to train women and men to serve the church and society in the 21st century. Towards accomplishing this goal, TCU offers a wide-ranging liberal arts education and specialized education in Theological Studies, International Christian Studies, and Christian Welfare Studies, all based on a Christian worldview. Furthermore, TCU fosters holistic character education through dorm education and practical theological education.

An education at TCU will equip students to understand Christian theology, to fulfill their Christian mission in church and society, and to become capable of analyzing and integrating various issues critically and constructively with the ability to present their ideas persuasively to others. In addition, students will develop sensitivity to pain in the world, and they will polish their ability to collaborate with others from a position of understanding diverse others.

TCU seeks applicants who meet the following:

1. Those who have been baptized or, in the case of those who were baptized as infants, have made a public profession of faith.
2. Those who have expressed commitment to Christ and wish to serve in church and society in the future. *TCU considers the word “commitment” to include anyone who wishes to serve God with their life, whether as a lay person or in full-time ministry.
3. Those who assent to TCU’s founding principles and statement of faith.
4. Those who have a basic knowledge of the Bible and English language abilities, and who have basic competencies for independent thought and self-expression.
5. Those who can communicate effectively with others.

During TCU’s admissions process, we will evaluate applicants’ basic knowledge of the Bible, their possession of basic competencies for independent thought and self-expression, and their ability to communicate effectively with others.

The methods and standards of evaluation for admission to TCU are given separately in the Guidelines for Admissions.