



ENROLLMENT PROCEDURES

For Graduate students / April 2022

In order to enroll at the university, all relevant **fees must be paid**, and all required documents must be completed and returned by the following dates. If these procedures are not completed by the designated dates, permission to enroll at the university will be withdrawn.

My TIU Page

The enrollment procedure will be mainly on **My TIU Page**. Admitted students must check their My TIU Page constantly. The important notices, documents and messages will be provided on their own My TIU Page.

It is each student's responsibility to read the information provided.

① Click here to go to Enrollment procedures page.

② Confirm your payment status here.

③ Important notices are shown here.

Important Dates

Date	Event	Available on My TIU Page
Nov 2, 2021	Announcement of Screening Results	●
	Receive Certificate of Acceptance, Invoice and other enrollment documents	●
Nov 12, 2021	Enrollment Fee due 1 st Semester Tuition & Fees due COE Application due(Make sure to read " Student Visa Information " first)	● (To check payment status)
Mid-February, 2022	【Students enrolled in Digital Business and Innovation】 Online Assessment Tests of Mathematics and Statistics Once we receive your enrollment fee, we will inform you more details.	/
Early March, 2022	Receive Information for E-Track Orientation	●
Early-March, 2022	【Students enrolled in Digital Business and Innovation】 Intensive Courses begin(Business Mathematics, Business Statistics) Students need to take the intensive courses based on their results of the online assessment test held in Mid-February ※ The intensive Courses are planned to be held in-person classes.	/

Mid-March, 2022	E-Track Arrival Orientation & New Student Orientation Period**	
April 1, 2022	Matriculation Ceremony	
April 4, 2022	April 2022 Classes begin	

* The abovementioned dates are provisional, and will be finalized around late February.

** Arrival period may change depending on the current COVID19 situation (entry restrictions). Please check regularly for updates from the university.

Scholarships (International students only)

There are scholarships offered by public and private organizations outside of the university. Please be advised that most scholarship organizations require to read and write Japanese language. The International Exchange Office will inform all E-Track students as soon as each scholarship's application period starts.

Payment of University Fees

An outline of fees and due dates is given below. Please find bank details on the invoice.

(All fees are stated in Japanese Yen)

	Enrollment Fee	1 st Semester	2 nd Semester
	Payment Due: <u>Nov 12, 2021</u>		Payment Due: <u>Oct, 2022</u>
No Reduction	250,000	600,000*	600,000
30% Reduction	250,000	450,000*	450,000
50% Reduction	250,000	350,000*	350,000
80% Reduction	250,000	200,000*	200,000
100% Reduction	250,000	100,000*	100,000

* An additional ¥40,000 fee for Alumni Association is required.

- **If you wish to confirm your payment status, please check your My TIU Page.** Please note that it usually takes a few days for us to confirm your payment and update the status on the My TIU Page.
- The tuition will increase from the following year, while the operations fee will remain the same. See the application guidelines for details.
- Once enrolled, all tuition fees must be paid from your own Japanese bank account (**No international bank transfers are allowed**).

Contact us

For questions about paying your tuition and fees, scholarships, student life, etc.:

International Exchange Office

1-13-1 Matobakita, Kawagoe, Saitama 350-1197 Japan

E-mail: etrack-student@tiu.ac.jp

For questions about academic matters such as registration for classes, academic calendar:

E-Track Academic Affairs Office

1-13-1 Matobakita, Kawagoe, Saitama 350-1197 Japan

E-mail: etrack-academics@tiu.ac.jp