

\* Depending on conditions related to COVID-19, screenings may be administered by different methods and examination schedules from those indicated in this Guidance. In such cases, updates will be provided on the University's entrance examination information site. Please check the site regularly. (<http://admissions.geidai.ac.jp/>)

# 2021 Academic Year

## Tokyo University of the Arts Faculty of Music

### Guidance for Prospective Non-degree Students

#### I. Eligibility to apply

##### (A) Qualification non-degree students

Graduates of the Faculty of Music (including those planning to graduate in March 2021) who desire to attend courses for purposes of attaining teaching certificates or curator qualifications

##### (B) Professional non-degree students

Those currently employed as teachers or in other public positions

##### (C) International non-degree students

Persons with other than Japanese nationality who meet either of the descriptions below and are recognized to possess Japanese language abilities sufficient to fully understand the content of courses in the Faculty of Music:

① High-school graduates

② Those recognized to possess academic ability at least equal to that of a high-school graduate (including those who have completed a 12-year course of school education in another country)

#### II. Number of students admitted

A small number of students

#### III. Screening method

##### (A) Qualification non-degree students

In principle selected through document screening

##### (B) Professional non-degree students

In principle selected through document screening

##### (C) International non-degree students

A decision will be made based on comprehensive assessments of each of the applicant's results of the interview (may include a test of Japanese language skills) and documents submitted. (See "VII. Examination dates for international non-degree students" below.)

#### IV. Subjects and units available to non-degree students

##### (A) Qualification non-degree students

**Subjects:** Restricted to subjects related to ① teaching certificates (first-class/music) and ② the museology course

However, those who have passed the technical examination may take the minor piano subject.

**Units:** In principle up to 44 units

**Note:** Required subjects, the number of units, and other requirements for both the teacher's training course and curator qualifications may have changed from the time the applicants were in school. Be sure to check the subjects you need to take before applying. (Due to an amendment of the Education Personnel Certification Act, the teacher's training course has changed since the 2019 academic year.)

**Harmonics:** For graduates of the Traditional Japanese Music department, including those planning to graduate in March 2021, a qualification test on musical theory (musical grammar) necessary for harmonics classes will be administered by the Composition department. Only those who pass the test will be accepted for the classes. To sit for the qualification test, you must have completed a course in solfège C-a in or before the previous academic year.

Graduates of the Musicology department (including those planning to graduate in March 2021) must complete either 和声 I (Harmonics I) or 管弦楽概論 (General Discussion on Orchestra).

##### (B) Professional non-degree students

**Subjects:** In principle restricted to subjects covered in classroom instruction.

(See "List of Subjects" below.)

However, they may be permitted to take minor technical subjects if so requested by their supervisor (the person authorized to appoint the applicant) and approved by the relevant department.

**Units:** Up to 44 units  
Apply for more than the units required because you may be unable to study all the subjects that you apply for if the dispatching institution requires a certain number of units.

### (C) International non-degree students

**Subjects:** In principle restricted to subjects covered in classroom instruction  
(See “List of Subjects” below.)  
However, those who have passed the preliminary screening and performance examination may take technical subjects (individual lessons) for the following subjects and instruments, **although they will not be awarded certified units**. Those wishing to take technical subjects must complete a preliminary screening (document screening).

(Submit documents for screening by 5:00 pm Friday, December 4, 2020.)

Department	Instrument
Instrumental Music	String instruments, wind and percussion instruments
Traditional Japanese Music	Sokyoku, shakuhachi

**Number of subjects:** Up to two subjects (technical subjects may be added.)

## V. Timing of enrollment

April 2021

## VI. Period for attendance

One year

## VII. Examination dates for international non-degree students

- ① **Performance examinations: February 11 (Thursday, holiday), February 12 (Friday), 2021**
- ② **Interviews: February 11 (Thursday, holiday), February 12 (Friday), 2021 (may include a test of Japanese language skills.)**

Notes:

- ① Information on examinations (including schedules, subjects, and meeting times) will be posted on the University’s entrance examination information site.
- ② **The above examination schedule is subject to change depending on numbers of applicants and related conditions. Examinees are responsible for verifying the schedule on the following posting date. Schedules and meeting times will be posted on the University’s entrance examination information site starting at 4:00 pm Friday, February 5, 2021.**

## VIII. Application procedures

### (1) Application method

Apply by post (**registered mail**). (Applications delivered to the University in person will not be accepted.)

**Mail the application to:**

Admission Section, Faculty of Music, Tokyo University of the Arts  
12-8 Ueno Koen, Taito-ku, Tokyo 110-8714

### (2) Application period

To be accepted, applications must be postmarked during each of the periods shown below. Note that applications will not be accepted if they are postmarked any other dates, for any reason.

- (A) **Qualification non-degree students: Friday, February 5 through Friday, February 12, 2021 (However, applications from applicants expecting to graduate the University in March 2021 will be accepted through Wednesday, March 3, 2021.)**
- (B) **Professional non-degree students: Friday, February 5 through Friday, February 12, 2021**
- (C) **International non-degree students: Monday, January 4 through Friday, January 8, 2021**

### (3) Documents to submit

- Applicants must refer to “List of Application Documents for Non-degree Students” below and submit the required documents.
- **Write in Japanese “音楽学部科目等履修生願書在中” (Faculty of Music non-degree student application enclosed) in red** on the front of the envelope.
- Once received, the documents may not be modified or returned for any reason.

#### (4) Screening fee

① Amount: 9,800 yen

② Payment period: As shown below

Qualification non-degree students	10:00 am on Friday, February 5 – 11:59 pm on Friday, February 12, 2021 * Fees for applicants expecting to graduate in March 2021 will be accepted through 23:59 on Wednesday, March 3, 2021.
Professional non-degree students	10:00 am on Friday, February 5 – 11:59 pm on Friday, February 12, 2021
International non-degree students	10:00 am on Monday, January 4 – 11:59 pm on Friday, January 8, 2021

\* Complete payment early to ensure submission of application documents before the deadline.

③ How to pay

Pay by either of the following methods:

##### 1. Payment at convenience store (◆in Japan)

###### [Convenience stores where you can pay]

7-Eleven, Lawson, Ministop

###### [Payment procedure]

- Enter the required information at a kiosk inside one of the above convenience stores, then pay at the cash register within 30 minutes, using the payment slip/application ticket issued from the kiosk.
- After making the payment, be sure to obtain a cash register receipt and a ticket (payment statement or payment statement/receipt).

###### [Mailing Certificate of Payment]

Detach the Certificate of Payment portion of the payment statement or payment statement/receipt you received after paying at the convenience store, affix the certificate to Section ① of the Submittal Form for Certificate of Payment of Screening Fee, and submit.

\* Payments cannot be made by remittance from ATMs inside convenience stores. Be sure to complete the procedure using the kiosks specified above.

##### 2. Payment by credit card (◆in Japan ◆outside Japan)

###### [Payment procedure]

- Go to the University's screening fee payment page (<https://e-apply.jp/n/geidai-net-research/>), click "Payment," and select the entrance examinations for which you wish to apply. Enter the basic information requested.
- Review the information you entered. Make a note of the payment processing number (12 digits) and proceed to the payment page.
- The name on the credit card used for payment need not be that of the applicant. However, be sure to enter the applicant's own information when entering the basic information on the screen.

###### [Mailing Certificate of Payment]

After making the payment, go to the above URL or the URL provided in the email sent upon completion of payment and click "Print Certificate of Payment" to download and print a PDF document. Attach the printed form to Section ② of the Submittal Form for Certificate of Payment of Screening Fee and submit.

##### <Notes on payment of the screening fee>

- In addition to the screening fee, a payment charge applies for both payment methods ① and ② above.
- For more information, see, "How to Pay the Screening Fee" on page 5.
- If you are unable to pay by either of payment methods ① and ② above, promptly contact the University at the following contact points to ensure completion of application procedures by the deadline:

Admission Section: [music.admissions@ml.geidai.ac.jp](mailto:music.admissions@ml.geidai.ac.jp)

Accounting Section: [kaikei-keiri@ml.geidai.ac.jp](mailto:kaikei-keiri@ml.geidai.ac.jp)

#### ④ Refunds of the screening fee

**Once we receive the application form, we will not return the screening fee transferred for any reason other than those described below:**

- The screening fee was paid and the necessary documents submitted, but the University did not accept the application.
- The screening fee was paid, but the necessary documents were not submitted.
- The screening fee was transferred twice in error.

In either of the above cases, request a refund as follows:

Download the University's designated Screening Fee Refund Request Form (Research Students/Non-degree Students) from the University's entrance examination information site, fill out the necessary information, attach the Certificate of Payment to the form, and send by post to the Accounting Section of the Strategic Planning Division, Tokyo University of the Arts (12-8 Ueno Koen, Taito-ku, Tokyo 110-8714, Japan).

- \* You will receive from the University the remaining balance after a transfer charge is deducted.
- \* We will not refund remittance charges incurred when the screening fee was paid.
- \* Remittance of refunds normally takes about two to three months following receipt of the screening fee refund request form.
- \* Deadline for submitting the screening fee refund request form: Wednesday, March 31, 2021 (must be postmarked by this date)  
No refunds will be provided if the form is not submitted by the above deadline.

# How to Pay the Screening Fee

## Applying for payment at a convenience store kiosk (no Internet service required)

Application for payment



### Multifunction copier

<http://www.sej.co.jp>

Go to the multifunction copier at your nearest 7-Eleven store.



To apply, touch the “**学び・教育 (Learning/Education)**” button on the home screen.



学び・教育 (Learning/Education)

入学検定料等支払 (Pay screening fee)



<http://www.lawson.co.jp>

<http://www.ministop.co.jp>

Go to the Loppi kiosk at your nearest Lawson or Ministop store.



To apply, touch the “**各種サービスメニュー (Service Menus)**” button on the home screen.



Button including 各種申込 (学び) (Applications [Learning])

学び・教育・各種検定試験 (Learning/Education, Examinations)

大学・短大・専門・小・中・高校等  
お支払い (Pay fees for university/junior college, specialized school, elementary/junior high/high school)



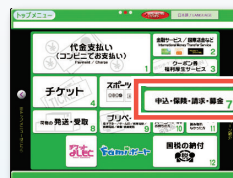
<http://www.family.co.jp>

Go to the FamiPort kiosk at your nearest FamilyMart store.



Available for use through September 2020

To apply, touch the “**申込・保険・請求・募金(7) (Applications, Insurance, Claims, Fundraising (7))**” button on the home screen.



申込・保険・請求・募金(7) (Applications, Insurance, Claims, Fundraising (7))

学び・教育 (Learning/Education)

各種 (入学検定料等) お支払いサービス (Payment services [screening fees, etc.])

## Applying for payment by credit card

<Personal computers, smartphones>

\* Applications will be accepted by Internet until 11:00 pm on the final day of the application period. Be sure to give yourself enough time to complete the application before this deadline.

\* A printer is required to print PDF documents.

Access the University's screening fee payment page.



<https://e-apply.jp/n/geidai-net-research/>



Click **お支払い/Payment** and follow the instructions displayed on the screen to select the entrance examinations for which you wish to apply, then enter the basic information.

The screen will show the information you entered. If this information is correct, be sure to make a note of the **payment processing number (12 digits)** displayed on the next page, then proceed to the payment page.

\* Carefully review the information you entered before finalizing your application. Payments cannot be revised or cancelled after your credit card is processed.

### Paying by credit card



• The name on the credit card used for payment need not be that of the examinee. However, be sure to enter the examinee's own information when entering the basic information on the previous screen.



After making the payment, access the above URL, or the URL provided in the email sent.\*<sup>1</sup>

Then, click **収納証明書の印刷 (Print Certificate of Payment)** to download and **print** a PDF document.

\*<sup>1</sup> You will need the **payment processing number (12 digit)** issued when you applied.



Access from the above URL.

\* A printer is required to print PDF documents.

Payment

Touch the **東京藝術大学 (研究生) (Tokyo University of the Arts (Research Student))** button and enter the application information to have a **payment slip (払込票)** or an **application ticket (申込券)** issued.

\* Screen button designs and other features are subject to change without notice.

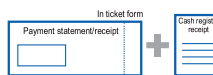
### ① Pay at the convenience store cash register.

The kiosk will print a payment slip (multifunction copier) or an application ticket (Loppi, FamiPort). Pay at the **cash register within 30 minutes**.



### ② You will receive two documents after making the payment: a ticket and a cash register receipt.

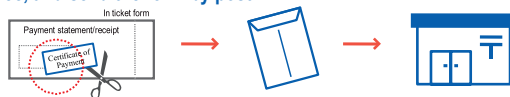
The ticket will be either a payment statement (取扱明細書) (multifunction copier) or a payment statement/receipt (取扱明細書兼領収書) (Loppi, FamiPort).



- \* Once paid, the screening fee cannot be refunded at the convenience store.
- \* If the screening fee is not paid by the payment deadline, the information entered will be cancelled.
- \* For all payment methods, a payment charge will apply in addition to the screening fee.



Detach the Certificate of Payment (収納証明書) portion of the payment statement (取扱明細書) or payment statement/receipt (取扱明細書兼領収書), affix the certificate to the Submittal Form for Certificate of Payment of Screening Fee, and send the form by post.



When affixing the Certificate of Payment, avoid using glue that may discolor heat- or pressure-sensitive paper (as indicated on the glue dispenser). Doing so may cause the Certificate of Payment to turn black and become illegible.

Application for admission

Address any inquiries concerning these procedures to: Learning/Education Support Center (<https://e-apply.jp/>)

\* Convenience stores cannot answer inquiries.

## IX. Announcement of successful applicants

Applicants (or the supervisor [person authorized to appoint the student] in the case of a professional non-degree student) will be notified in writing of the results of the screening, and for applicants who have passed, how to complete admission procedures in late March 2021.

## X. Enrollment fee/tuition

(1) **Enrollment fee: 28,200 yen (planned amount)**

(2) **Tuition: 14,800 yen per unit (planned amount)**

(Any change in tuition fee during your time as an enrolled student will go into effect at the time of the change.)

## VI. Other notes

- (1) Non-degree students are not eligible for student travel fares (student discounts).
- (2) Units for subjects taken will be awarded after testing. Those who so desire will be issued certificates of units earned (except for technical subjects [individual lessons] for international non-degree students).
- (3) Contact and consult with the Educational Affairs Section and the Admission Section in advance if you need to earn units in teaching practice.
- (4) The types and number of units of planned subjects are subject to change in accordance with class scheduling for the 2021 academic year.
- (5) Non-degree students in the Faculty of Music are not eligible for student visas.
- (6) Non-degree students are not eligible to reside in the student dormitory Geishinryo.
- (7) Measures for those with influenza and other infectious diseases

★ Cautions regarding infectious diseases subject to suspension of attendance under the School Health and Safety Act:

In principle, examinees infected with infectious diseases subject to suspension of attendance under the School Health and Safety Act (e.g., influenza, measles, chicken pox) who have yet to recover are asked to refrain from attending the examinations to avoid infecting other examinees, proctors, and others.

This does not apply in cases in which a physician has determined, based on the person's medical condition, that there is no risk of transmitting infection to others.

Please note that no special measures such as makeup examinations or a refund of the screening fee are available for examinees who do not attend the examinations for these reasons. Examinees are encouraged to take all appropriate measures to look after their health in preparation for the examination date.

## List of Application Documents for Non-degree Students

Qualification non-degree students	Professional non-degree students	International non-degree students	Documents to submit (Attach a Japanese translation if the document is in another language.)	Notes
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Admission application form	Note that the format varies by type of non-degree student.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<i>Curriculum vitae</i>	
/	<input type="checkbox"/>	<input type="checkbox"/>	Professional non-degree students: Diploma (or certificate of completion) from most recent school attended International non-degree students: High school diploma or document certifying that you have academic abilities at least equal to those of a high school graduate	
<input type="checkbox"/>	/	<input type="checkbox"/>	Letter of your supervisor's consent to your taking the examinations	For applicants who are currently employed; any format
/	<input type="checkbox"/>	<input type="checkbox"/>	Letter of recommendation	Any format
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Photograph (4 cm high by 3 cm wide)	Taken within three months before the date of application. Affix in designated space on application form.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Name and address labels for sending admission procedure documents (designated form)	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Certificate of Payment (Indicating payment of screening fee)	Paste to the Submittal Form for Certificate of Payment of Screening Fee.
/	/	<input type="checkbox"/>	<p>● <b><u>Preliminary screening documents for those wishing to take technical subjects</u></b></p> <p>International non-degree students wishing to take technical subjects must complete a preliminary screening (document screening). Submit the following documents to the Admission Section of the Faculty of Music by 5:00 pm Friday, December 4, 2020 (<b>documents will not be accepted after this deadline</b>) for use in the screening. Individual applicants will be notified of the results of the screening on or after Monday, December 7, 2020.</p> <p>① Purpose of applying as a non-degree student ② <i>Curriculum vitae</i> ③ Music studies history ④ Letter of recommendation ⑤ CD recording (of any piece, performed within six months before the document acceptance period) ⑥ Other materials for reference in the application process</p> <p>* While documents ① - ④ above may be in any format, documents in any language other than Japanese must be accompanied by a Japanese translation.</p>	

## List of Subjects (for Professional and International Non-degree Students)

### General education subjects

Subjects	Semester	Credits
美学Ⅰ	前期	2
美学Ⅱ	後期	2
音響学Ⅰ	前期	2
音響学Ⅱ	後期	2
音声学Ⅰ	前期	2
音声学Ⅱ	後期	2
音楽アウトリーチⅠ	前期	2
音楽アウトリーチⅡ	後期	2
歴史Ⅰ	前期	2
歴史Ⅱ	後期	2
思想史Ⅰ	前期	2
思想史Ⅱ	後期	2
文化人類学Ⅰ	前期	2
文化人類学Ⅱ	後期	2
フランス文学Ⅰ	前期	2
フランス文学Ⅱ	後期	2
英米文学Ⅰ	前期	2
英米文学Ⅱ	後期	2
ドイツ文学Ⅰ	前期	2
ドイツ文学Ⅱ	後期	2
心理学概説Ⅰ	前期	2
心理学概説Ⅱ	後期	2
法学(含日本国憲法)	前期	2
法学(含日本国憲法)	後期	2
音楽療法概論Ⅰ	前期	2
音楽療法概論Ⅱ	後期	2
音楽療法入門Ⅰ	前期	2
音楽療法入門Ⅱ	後期	2
芸術文化環境論Ⅰ	前期	2
芸術文化環境論Ⅱ	後期	2

### Basic specialized subjects

Subjects	Semester	Credits
西洋音楽史	通年	4
日本・東洋音楽史Ⅰ	前期	2
日本・東洋音楽史Ⅱ	後期	2
声楽史	通年	4
オペラ史	通年	4
鍵盤音楽史	通年	4
室内楽史	通年	4
管弦楽史	通年	4
楽器学	通年	4
ジャズ・ポピュラー音楽Ⅰ	前期	2
ジャズ・ポピュラー音楽Ⅱ	後期	2
管弦楽概論	通年	4
音楽分析	通年	4
作曲家作品研究A(声楽)	前期	2
作曲家作品研究B(鍵盤)	前期	2
作曲家作品研究C(管弦楽)	後期	2
作曲家作品研究D(室内楽)	後期	2
邦楽概論A(雅楽)	前期	2
邦楽概論B(声明・琵琶)	前期	2
邦楽概論C(能楽)	前期	2
邦楽概論D(三曲)	後期	2
邦楽概論E(長唄・歌舞伎音楽)	前期	2
邦楽概論F(浄瑠璃)	後期	2

### Specialized subjects

Subjects	Semester	Credits
副科指揮法Ⅰ	通年	2
副科指揮法Ⅱ	通年	2
副科指揮法Ⅲ	通年	2
オペラ基礎演技A・B	通年	4
舞台語発音法	通年	4
声楽アンサンブルA	通年	4
声楽アンサンブルB	通年	4
副科合唱	通年	2
西洋古楽演奏Ⅰ	通年	2
西洋古楽演奏Ⅱ	通年	2
ガムラン演奏Ⅰ	通年	2
ガムラン演奏Ⅱ	通年	2
東洋音楽演奏Ⅰ	通年	2
東洋音楽演奏Ⅱ	通年	2
西洋音楽史概説	通年	4
日本音楽史概説	通年	4
東洋音楽史概説	通年	4
音楽美学概説	通年	4
音楽理論概説	通年	4
音楽民族学概説	通年	4
西洋音楽史1講義Ⅰ	前期	2
西洋音楽史1講義Ⅱ	後期	2
西洋音楽史2講義Ⅰ	前期	2
西洋音楽史2講義Ⅱ	後期	2
現代音楽講義Ⅰ	前期	2
現代音楽講義Ⅱ	後期	2
日本音楽史1講義Ⅰ	前期	2
日本音楽史1講義Ⅱ	後期	2
日本音楽史2講義Ⅰ	前期	2
日本音楽史2講義Ⅱ	後期	2
東洋音楽史講義Ⅰ	前期	2
東洋音楽史講義Ⅱ	後期	2
音楽民族学講義Ⅰ	前期	2
音楽民族学講義Ⅱ	後期	2
音楽美学講義Ⅰ	前期	2
音楽美学講義Ⅱ	後期	2
音楽理論史講義Ⅰ	前期	2
音楽理論史講義Ⅱ	後期	2
音楽音響学Ⅰ	前期	2
音楽音響学Ⅱ	後期	2
音楽社会学Ⅰ	前期	2
音楽社会学Ⅱ	後期	2
音楽分析論Ⅰ	前期	2
音楽分析論Ⅱ	後期	2
記譜法	通年	4

Note 1: Accepted applicants will be notified of the days and hours of subjects to be offered along with notice of approval for attendance. Note that some of the subjects above might not be offered during the 2021 academic year.

Note 2: Subject titles are subject to change.

Note 3: 法学(含日本国憲法) (Law [including the Constitution of Japan]) may be taken only once, in either the first or the second semester.

Note 4: You can take only one of the following: 副科指揮法Ⅰ(Conducting I), 副科指揮法Ⅱ(Conducting II), and 副科指揮法Ⅲ(Conducting III).



# Handling of personal information

Under the Act on the Protection of Personal Information by Incorporated Administrative Agencies (“Personal Information Protection Act” hereinafter), the University will use personal information obtained during the process of selecting students for tasks related to the selection process and for other purposes, as described below.

## 1. Purposes of use

- (1) Personal information concerning successful applicants such as names and addresses will be used for tasks related to admission procedures.
- (2) Personal information, such as names and addresses concerning persons who have completed admission procedures will be used following matriculation for tasks related to their studies, including management of student records and tasks related to health, such as medical examinations.
- (3) Personal information such as names and addresses concerning persons who have completed admission procedures will be used for tasks related to the management of payments, such as collection of enrollment and tuition fees.
- (4) Personal information such as grades obtained during the selection process will be used for tasks related to support for studies, including waivers of enrollment fees and tuition fees in the first year and selection of students for scholarships.
- (5) Personal information such as grades obtained during the selection process will be used for tasks related to statistical processing, provision of information to prospective students, and surveys and research related to the selection process. In such cases, the personal information will be used in ways that render it impossible to identify individuals.

## 2. Provision of personal information to third parties

Apart from the cases set forth in Article 9 of the Personal Information Protection Act, personal information obtained by the University will not be used for other purposes or provided to third parties without the permission of the applicants themselves.

However, the minimum required information may be provided in the following cases:

- (1) Tasks involving the handling of personal information described in 1. (1) to (5) above may be entrusted to an external third party after concluding a contract with them concerning the appropriate handling of personal information
- (2) As required by law and/or as consented to in advance by the person concerned.



[For qualification non-degree students]

*Curriculum vitae*

Year	Month	Academic history (Enter information for high school graduation and education beyond.)
		Graduated high school:
Year	Month	Employment history

I hereby certify that the above information is correct.

Date (YYYY/MM/DD):     /     /

Applicant's signature: \_\_\_\_\_



[For professional non-degree students]

## *Curriculum vitae*

Year	Month	Music studies/research history (teachers, published works, essays, etc.)
Year	Month	Academic history (Enter information for high school graduation and education beyond.)
		Graduated high school:
Year	Month	Employment history

I hereby certify that the above information is correct.

Date (YYYY/MM/DD):     /     /

Applicant's signature: \_\_\_\_\_



[For international non-degree students]

## *Curriculum vitae*

Year	Month	Music studies/research history (teachers, published works, essays, etc.)
Year	Month	Academic history (Enter information for high school graduation and education beyond.)
		Graduated high school:
Year	Month	Employment history

I hereby certify that the above information is correct.

Date (YYYY/MM/DD):     /     /

Applicant's signature: \_\_\_\_\_

# Submittal Form for Certificate of Payment of Screening Fee

Be sure to complete the spaces outlined in bold.

Examination category	<input type="checkbox"/> Qualification non-degree student <input type="checkbox"/> Professional non-degree student <input type="checkbox"/> International non-degree student
(Furigana)	
Name of applicant	
(Roman letters)	
Home tel. no.	
Mobile tel. no.	
Email address	@

**① If you paid at a convenience store**

Detach the Certificate of Payment portion of the payment statement or payment statement/receipt you obtained after payment and affix the certificate to Section ① below.

**② If you paid by credit card**

Detach the Certificate of Payment portion of the payment statement printed from the URL designated after payment and affix the certificate to Section ② below.

<div style="border: 1px solid black; border-radius: 50%; width: 40px; height: 40px; display: flex; align-items: center; justify-content: center; margin: 0 auto;">1</div>	<p>Affix Certificate of Payment here if you paid at a convenience store.</p>
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<div style="border: 1px solid black; border-radius: 50%; width: 40px; height: 40px; display: flex; align-items: center; justify-content: center; margin: 0 auto;">2</div>	<p>Affix Certificate of Payment here if you paid by credit card.</p>
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Name and address labels for sending admission procedure documents

Qualification/Professional/  
International

Examinee no.

**入学手続書類送付用宛名ラベル**

※	※受験番号
資格・派遣・外国人	

For sending admission procedure documents for the 2021 academic year

**①2021年度入学手続書類送付用**

Address 住所：	〒	Prefecture 都・道 府・県	Municipality 市・区 町・村
	_____		
			_____
Name 氏名：			方 In care of
_____			様
Tel. 電話番号：	_____ ( ) _____		

For sending admission procedure documents for the 2021 academic year

**②2021年度入学手続書類送付用**

For  
non-degree  
student use

Address 住所：	〒	Prefecture 都・道 府・県	Municipality 市・区 町・村
	_____		
			_____
Name 氏名：			方 In care of
_____			様
Tel. 電話番号：	_____ ( ) _____		

**科目等履修生用**

- (注) 1. ※印欄は、記入しないこと。  
 2. このラベルは出願時に入学願書等と一緒に提出すること。  
 3. 太枠内に収まるよう、丁寧に記入すること。  
 4. ①・②の両方に同じ宛先を記入すること。  
 5. 宛先は日本国内に限る。日本国外在住者は、日本国内の代理人を指定すること。  
 6. 合格発表後1週間に受け取りが可能な宛先を記入すること。  
 帰省等で一定期間不在になる場合には必ず音楽学部学生募集係に連絡すること。

Notes:

1. Leave all boxes marked with ※ blank.
2. Submit these labels with your admission application form when you apply.
3. Complete carefully and ensure that the writing is within the bold frame.
4. Write the same name and address on labels ① and ②.
5. The address must be in Japan. If you reside overseas, designate an individual who resides in Japan as your agent.
6. Enter an address where you can receive mail during the one week following the announcement of successful applicants. Be sure to notify the Admission Section of the Faculty of Music if you will be absent for any time due to visits home or for other reasons.