

ACADEMIC YEAR 2023 TUITION AND FEES

For those who entered Faculty of Liberal Arts in or before Academic year 2019

1. Issuance of Bills for Tuition and Fees

(1) Issuance of Bills and Payment Deadlines

	Bill sent	Payment Deadline
Spring Semester	May 10	June 7
Autumn Semester	October 20	November 17

If the students register the courses during the second and the fourth quarter courses registration period, the additional tuition bill will be sent.

- (2) The bill is sent to the guarantor. As for students whose guarantor lives outside of Japan, the bill will be sent to the student themselves. Please contact us if you want to change the mailing address of where the bill be sent. Also please be sure to keep the LOYOLA address updated.
- (3) Failure to complete the payment, excluding the Alumni Association Fee, by the deadline designated for each semester will result in dismissal from the University, in accordance to Article 64 of the University Regulations.
- (4) The tuition and other fees that you have already paid, except for Alumni Association Fee, are not refundable under the Article 66 of the University Regulations.
- (5) Please contact the Center for the Student Affairs (03-3238-3523) about Financial Assistance

2. Tuition Fee Reduction

(1) **Fees to be paid during a Leave of Absence**

In case a student is permitted for Leave of Absence after paying his/her tuition, the surplus amount will be reimbursed by means of a bank transfer.

(2) **Fees to be paid during Study Abroad**

There are two types of Study Abroad, "Sophia Exchange Program" and "General Study Abroad". Students studying abroad on "Sophia Exchange Program" will pay tuition and fees only to Sophia, but "General Study Abroad" students (those who study abroad on their own) must pay tuition and fees both to Sophia and to the overseas institution. (Refer to "The Handbook for Study Abroad" issued by the Center for Global Discovery.)

(3) **Fees to be paid in case of extension of Study Abroad period**

If a student wishes to extend his/her study abroad period beyond one year and the permission is granted, the tuition and fees shall be reduced. The reduction will be made according to the "exemption of fees" during Leave of Absence.

Study Abroad Period 1)From 2022 Spring Semester to 2023 Autumn Semester
 2)From 2022 Autumn Semester to 2023 Autumn Semester
 3)From 2022 Autumn Semester to 2023 Autumn Semester and 2024 Autumn Semester

	2022		2023		2024	
	Spring	Autumn	Spring	Autumn	Spring	Autumn
1)	Full amount	Full amount	Exemption	Exemption		
2)		Full amount	Full amount	Exemption		
3)		Full amount	Full amount	Exemption		Exemption

(4) **About Tuition Fees during Study Abroad**

If the credits are regarded as received at Sophia after being granted a transfer, the bill for additional tuition fees will be issued.

4. Alumni Association Fee

- (1) Based on entrustment from Sophia University Alumni Association, Alumni Association Fee is informed in the fourth year, excluding those who have graduated from Sophia University.
- (2) If a student withdraws from the university, the alumni association fee that he/she has already paid will be refunded.
- (3) If a student fails to complete the payment by the deadline, she/he will result in dismissal from the University. However, this shall not apply in case when only Alumni Association Fee is not paid.