

ACADEMIC YEAR 2023 TUITION AND FEES (Graduate Program)

1. Issuance of Bills for Tuition and Fees

- (1) Issuance of Bills and Payment Deadlines *For more details, please refer the bill

	Bill sent	Payment Deadline
Spring Semester	April 18	May 31
Autumn Semester	September 26	November 10

- (2) The bill is sent to the student. Please inform the Academic Records Section (Tuition and Fees) at Center for Academic Affairs of any change in your mailing address and update the information on Loyola.
- (3) In principle, tuition and fees will be paid by the direct debit payment. Those who has not registered an account can pay the tuitions by wire transfer. If you want to register an account, please print the registration form from our official website and submit it to us.
- (4) 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 29 of the Graduate School Regulations.
- (5) 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.
- (6) Please contact the Center for the Student Affairs (03-3238-3523) about Financial Assistance.

2. Tuition Fee Reduction

- (1) **Fees to be paid during 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.

* Please see the following URL or scan the QR code with your smartphone, to confirm the fees to be paid during Leave of Absence.

<https://www.sophia.ac.jp/eng/studentlife/tuitions/index.html>



- (2) **September completion / withdrawal by those who paid tuition and fees for one year.**

*September completion: Reimbursement for Autumn Semester tuition will be made.

*September withdrawal: If the “Request for Withdrawal from the University” is submitted by September 20, reimbursement for the Autumn semester tuition will be made. If the Autumn Semester tuition is paid and the request is submitted after September 21, you cannot withdraw on September 20.

- (3) **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.)

*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

	2021		2022		2023	
	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

3. Graduation Postponement on and after 3rd year in the Master' s Program, on and after 4th year in the Doctoral Program <論文減額 : Thesis Reduction>

The amount of tuition and fees will be reduced automatically per semester. Application for a reduction is not necessary.

Students who meet all of the following conditions.

- a) Those who have been studying beyond the standard residence requirement.
- b) Those who have satisfied the prescribed requirements stipulated in the graduate program except master' s thesis, graduation project or doctoral dissertation.

Item	Amount to be paid
Semester Enrollment Fee	30,000
Tuition Fee	1/2
Education Enhancement Fee	-
Laboratory Fee	1/2
Insurance	Full amount

4. Graduation postponement for Juris Doctor Program

Please see the instruction in Japanese “2023年度学費案内 (大学院)”

5. Alumni Association Fee

- (1) Based on entrustment from Sophia University Alumni Association, Alumni Association Fee is informed in the second year (master's program) / third year (doctoral program), excluding those who have graduated from Sophia University. For Academic Year 2023, this will apply to students who entered in 2022(master's program)/ 2021(doctoral program)
- (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.