

ACADEMIC YEAR 2023 TUITION AND FEES (Undergraduate)

Excluding 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 *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 guarantor. If the guarantor lives outside of Japan, the bill will be sent to the student him/herself. 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 64 of the University 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/Gakuhi_Undergraduate.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.

*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 |

3. Reduction for students whose graduation postponement with 12 credits remaining <残余12単位減額>

■ For those who entered in or before Academic Year 2018

The amount of tuition and fees for one year will be reduced automatically in either of the two cases. Application for a reduction is not necessary. This reduction (残余12単位減額) applies to those who will be enrolled at Sophia University for one year in 2023.

- A) At the beginning of a new academic year, those who have been enrolled in the University for 3.5 years or longer, excluding the period of Leave of Absence or suspension from the university, and have less than 12 credits to graduate.
- B) At the beginning of a new academic year, those who have been enrolled in the University for 3.5 years or longer, excluding the period of Leave of Absence or suspension from the university, and have studied abroad before the relevant year with less than 12 credits to graduate as a result of credit transfer (*1).

| Item | Amount to be paid |
|--|-------------------|
| Semester Enrollment Fee | 60,000 |
| Tuition Fee | 1/2 |
| Education Enhancement Fee | 1/2 |
| Laboratory Fee | 1/2 |
| Premium for Personal Accident Insurance for Students Pursuing Education and Research | Full amount |

(*1) We will check whether you have fewer than 12 credits to graduation, retroactive to the end of the preceding academic year.

- Please pay the tuition for one year in the Spring Semester if “残余12単位減額” applies.
- “残余12単位減額” applies to those who will be enrolled at Sophia University for one year in 2023. If the students graduate in September, the full amount of tuition fees for Spring Semester will need to be paid. We will refund the semester enrollment fee 30,000 yen for Autumn Semester. This conveys that there is only a difference of 30,000 yen between September graduation and March graduation.
- Tuition during Leave of Absence
 - 1) The period of Leave of Absence is one quarter of the academic year
The reduction ratio of “残余12単位減額” is higher and therefore no refunds.
e.g. Student of Faculty of Theology who entered in 2018
残余12単位減額: 557,300yen (one year)
Leave of Absence for the 1st Quarter: Spring Semester: 279,050 yen / Autumn Semester: 526,500 yen
 - 2) The period of Leave of Absence is one semester (two quarters) of the academic year
The reduction ratio is the same. No refunds.
e.g. Student of Faculty of Theology entered in 2018
残余12単位減額: 557,300yen (one year)
Leave of Absence for Spring Semester: Spring Semester: 30,800 yen / Autumn Semester: 526,500 yen
 - 3) The period of Leave of Absence is three quarters of the academic year
The reduction ratio of Leave of Absence is higher and there will be refunds.
e.g. Student of Faculty of Theology who entered in 2018
残余12単位減額: 557,300yen (one year)
Leave of Absence for Spring Semester and 3rd Quarter : Spring Semester: 30,800 yen /
Autumn Semester: 279,050 yen

■For those who entered in and after Academic Year 2019

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

- A) At the beginning of a new semester, those who have fulfilled residence requirements (*2), excluding the period of Leave of Absence or suspension from the university, and have less than 12 credits to graduate.
- B) At the beginning of a new semester, those who have fulfilled residence requirements (*2), excluding the period of Leave of Absence or suspension from the university, and studied abroad before the relevant semester with less than 12 credits to graduate as a result of transfer of credits (*3)

| Item | Amount to be paid |
|--|-------------------|
| Semester Enrollment Fee | 30,000 |
| Tuition Fee | 1/2 |
| Education Enhancement Fee | 1/2 |
| Laboratory Fee | 1/2 |
| Premium for Personal Accident Insurance for Students Pursuing Education and Research | Full amount |

(*2) 4 years (8 semesters)

(*3) We will check whether you have fewer than 12 credits to graduation, retroactive to the end of the preceding academic year / semester.

— Tuition during Leave of Absence

1) The period of Leave of Absence is one quarter of a semester

The reduction ratio is the same and therefore, no refunds.

e.g. Student of Faculty of Theology who entered in 2019

残余12単位減額:279,050yen (relevant semester)

Leave of Absence for the 1st Quarter:279,050yen (relevant semester)

2) The period of Leave of Absence is one semester of the academic year

The reduction ratio of Leave of Absence is higher and there will be refunds.

e.g. Student of Faculty of Theology who entered in 2019

残余12単位減額:279,050yen (relevant semester)

Leave of Absence for one semester:30,800yen (relevant semester)

— Note for Transfer Students

“残余12単位減額” will apply, in cases when students have fulfilled the residence requirement of 2 years (4 semesters) excluding the period of Leave of Absence or suspension from the university, and have less than 12 credits to graduate.

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. For Academic Year 2023, this will apply to students who entered in 2020 (including students who entered through transfer admission in 2022).
- (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.