



# Transfer Application Process for Temple University in Japan (TUJ)

## Overview

This document outlines the process for transferring to Temple University Japan Campus (TUJ), detailing eligibility criteria, application deadlines, necessary documentation, and steps for international students requiring a student visa. To apply for transfer admissions to Temple University Japan (TUJ), you must have completed 15 semester hours (credits), maintain a GPA of at least 2.0, and be in good academic standing at LaGuardia. Submit your application with required documents by the March 1 (priority deadline with scholarship) or May 31 (final) deadline.

## 1. Check Eligibility Requirements

- **Academic Credits:** Ensure you have completed at least **15 semester hours (credits)** (approximately one semester) of college-level coursework at an accredited institution.
- **GPA Requirement:** Maintain a minimum cumulative **Grade Point Average (GPA) of 2.0** on a 4.0 scale, though a higher GPA may strengthen your application.
- **Good Standing:** You must be in good academic and disciplinary standing at your current or previous institution.
- See <https://www.tuj.ac.jp/ug/admissions> for more information about the eligibility requirements.

## 2. Review Application Deadlines

- **Priority Deadline:** TUJ often has a priority application deadline for transfer students. For Fall 2025, the priority deadline is **Saturday, March 1, 2025**.
- **Final Deadline:** The final deadline is **Thursday, May 1, 2025**.
- **Early Application Advantage:** Applying by the priority deadline may provide benefits like early course registration and housing options.
- See <https://www.tuj.ac.jp/ug/cost-financial-aid/scholarships/for-incoming-students> for the list of scholarships.
- See <https://www.tuj.ac.jp/ug/admissions/how-to-apply/deadlines> for the application deadlines.

## 3. Prepare Required Documents

- **Completed Application Form:** Fill out the online application via TUJ's website at <https://www.tuj.ac.jp/ug/admissions/how-to-apply>
- **Personal Statement/Essay:** A written essay explaining your reasons for transferring, academic goals, and why you wish to attend TUJ. 250-400 words, typed in English
- **Official College/University Transcripts:**
  - Request official transcripts from all post-secondary institutions attended.
  - Transcripts should be sent directly from the issuing institution to TUJ.
- **High School Transcripts and Diploma:**
  - Required if you have completed less than 30 semester hours of college coursework.
  - Official high school transcripts and a copy of your diploma or graduation certificate.
- **Standardized Test Scores** (for native English speakers):
  - **SAT/ACT:** The average score is **1280 for SAT** and **28 for ACT**.
- **English Proficiency Test Scores** (for non-native English speakers):
  - **TOEFL iBT:** Minimum score of **79**.
  - **IELTS Academic:** Minimum overall band score of **6.0**.
  - **Duolingo English Test:** Minimum score of **110**.
  - Waivers may apply if you've completed sufficient coursework in English or attended an institution where English is the language of instruction.
- **Letters of Recommendation** (optional): Usually from professors or academic advisors who can attest to your academic abilities.



#### 4. Complete the Online Application

- **Access the Application Portal:**
  - Visit TUJ’s official website: <https://www.tuj.ac.jp/undergrad/admissions/index.html>.
  - Create an account on the application portal if you’re a new user.
- **Fill Out the Application Form:**
  - Provide personal information, educational history, and other requested details.
  - Ensure all information is accurate and complete.

#### 5. Pay the Application Fee

- **Application Fee:** The non-refundable fee is **JPY 10,300** (amount subject to change).
- **Payment Methods:**
  - Credit card payment through the online application system.
  - Bank transfer or other methods as specified by TUJ.
- **Fee Waivers:** Current LaGuardia students are eligible for fee waivers. Please contact the TUJ’s admission officer or Prof. Tomonori Nagano to apply the waiver to your TUJ application account.

#### 6. Await Admission Decision

- **Processing Time:** Admission decisions are typically made within **4-6 weeks** after your application is complete.
- **Notification:** Decisions are communicated via email and/or the application portal.
- **Conditional Admission:** You may receive conditional admission pending the completion of certain requirements.

#### Additional Tips

- **Stay Organized:** Keep copies of all submissions and correspondence.
- **Contact Admissions Counselors:** If you have questions or need clarification, reach out to TUJ’s admissions counselors via email or phone.
- **Check for Updates:** Regularly visit TUJ’s official website or subscribe to their newsletters for any updates regarding admissions.

**Important Note:** Since procedures and requirements may change, it’s crucial to verify all information with TUJ directly or through their official communications for the most accurate and up-to-date guidance for Fall 2025 transfer admissions.

#### Contact Information for Temple University Japan

- Link to LaGuardia’s Japanese Option Blog (the recordings of the TUJ transfer workshops are available here): <https://chrysanthemum.commonscuny.edu> 🌐
- Ryan Goulding, Admissions Counselor Temple University Japan Campus: [ryan.goulding@tuj.temple.edu](mailto:ryan.goulding@tuj.temple.edu) ✉️
- Temple University Japan
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  - Website: <https://www.tuj.ac.jp/undergrad/admissions/index.html> 🌐
- Tomonori Nagano, Faculty Advisor of the Japanese Option at LaGuardia
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